

20  
25

OPERATING & CAPITAL  
IMPROVEMENTS  
**PROPOSED  
BUDGET**

CITY OF  
NEENAH



211 Walnut St.



Neenahwi.gov



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JANE B. LANG  
*Mayor*

October 28, 2024

Dear President Borchardt, Honorable Council Members, and Citizens:

It is my pleasure to present you with the 2025 Operating and Capital Improvement Budget. Over this past year, we have continued to face the economic pressures that make the budgeting process at the municipal level a difficult undertaking. One of the most significant pressures we've felt this year is the rising cost of providing quality health insurance for our city employees and their families. With the cost of health care skyrocketing, our team went to work to try to come up with health insurance plans that would provide good coverage for our employees while at the same time not overly burdening them or overly stretching our city budget.

My priorities for the 2025 budget reflect my desire to do the best we can for our citizens while at the same time providing well for our employees. The organizational cost of attrition is high, and we are striving to do all we can to maintain our excellent staff here at the city. Our budget for 2025 indicates that we remain committed to providing the very best services to the citizens of Neenah in the most economical and fiscally responsible manner possible.

Working with our department heads to create the budget document, this year's identified needs in our 2025 general fund budget are approximately \$32 million while our revenues expectations are approximately \$30 million. Our budget deficit based upon department head requests originally stood at \$1,937,490. I'm requesting a reduction of those department head requests of \$972,020 and an increase in revenues of \$965,470 yielding an overall reduction in the budget of \$1,937,490 which will allow us to prevent a budget deficit. I am proposing that our tax levy to support the operating budget will increase by \$205,924. We will also be using the Joint Fire/Rescue levy limit exemption of \$381,750 and using \$300,000 in general fund unassigned reserves (of our approximate five-million-dollar reserve fund balance). I am grateful that, after many meetings with department heads and sincere dedication to make reductions by our entire team working together, we are able to present a fiscally responsible budget to the Council for 2025.

Because we highly value our City of Neenah employees and consider them to be our most important resource, we completed a comprehensive salary evaluation beginning in 2022 and concluding in 2023. We have continued to make adjustments in 2024 and in the 2025 budget to more appropriately match the market rate for our employees and have planned for a 4.5% overall increase in 2025 (1.5% in January as a step increase and 3% as a cost-of-living adjustment in July). The ability of the city to retain our excellent workforce depends, in part, on our ability to provide our employees with appropriate compensation and benefits.

We have also continued our organizational culture implementation at the city. The values we are focused on are as follows: pursue growth, encourage innovation, cultivate collaborative relationships, and engage with our community. We recognize that our employees are dedicated, committed, and highly skilled, and we aim to acknowledge their value as we together continue to serve our community. We have taken steps to include putting those values into action and are working together within every one of our twelve departments to make sure we are cultivating a positive team-first mentality, improved communication, and adequate training. We are incredibly grateful to those who have stepped up from each of our twelve departments to form the team that oversees this culture initiative. Retention of employees is a huge issue for all municipalities. We, at the City of Neenah, are seeking to create a workplace environment that assists us in our efforts to not only retain employees but also attract the highest quality new employees for our team.

As we met with all department heads this fall, we had requests from the NMFR, the Public Works Department, and the Neenah Public Library to add six full time positions and one part time position for 2025 but have made the difficult decision to keep our employee numbers steady at this time. Our commitment must be to our existing employees at this time, and again, the pressure of increased health insurance costs for the city is what is largely driving this decision.

We are very thankful that the training center expansion at our Police Department was concluded this year and, with excellent project management, came in slightly under budget. The new facility will not only serve as a valuable tool for achieving the best results with training for our officers, but it will also serve as a valuable tool for recruiting new high-quality officers. Staying on the topic of new facilities, working with our newly hired in 2024 NMFR Chief, Travis Teesch, we have begun the process of evaluating Station 31 for a remodel to address some significant issues at that building. The beginning of the renovation of Station 31 will include replacement of the roof and service doors. The detailed professional evaluation of additional needs that will keep this building in good condition as an important resource in Neenah has begun with the hiring of SEH – a firm that has considerable expertise in the building and remodeling of fire stations. We remain committed to providing the very best public safety services to our community, and we are steadfast in our support of and pride in both our police and fire departments.

One of the additional capital projects we'll be undertaking in 2025 is the long-awaited reconstruction of S. Commercial Street. Additional street projects will include Bergstrom Road, Forest Manor Court, Alexander Drive, Lexington Court, Bruce Street, Hickory Lane, Caroline Street, Douglas Street, and Elm Street (Division St. to Wisconsin). Important and necessary shoreline restoration at Kimberly Point and Doty Parks is also part of the plan for 2025. Our internal Information Systems (IS) department will be continuing to address cybersecurity initiatives with growing concerns over this ever-present threat. The IS department recently received a significant grant to help cover the cost of those improvements to our security. Additional vehicles will be purchased for our fleet including various Public Works Department vehicles and Police Department squads. One initiative we took in 2024 was for the purchase of vehicular barriers for use at our community parades and events. Considering the tragedy that occurred in Waukesha, we feel that providing adequate protection for our citizens at highly attended community events is a top priority. We leveraged the purchase of the barriers with a grant from Winnebago County for a cost sharing effort in this important endeavor.

After a year-long effort to create a new conceptual master plan for the thirty-acre Arrowhead property adjacent to our vibrant downtown, we have begun the process of preparing this site for future development. Using ARPA funding approved by the City Council for allocation at Arrowhead during the 2024 budget process, we have hired Graef Engineering to create a grading and utilities plan for the site as well as undertaking a feasibility study for the multi-modal access from Gateway Park and the vehicular

Page 3

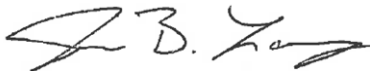
access on Millview Drive. A plan for the establishment of a prairie on the west end is now underway as well, and no new tax dollars have been utilized on this project for the past three years. Working with many partners on this exciting opportunity, we hope to see progress on the site in 2025. The key to this project is public-private partnership, and to that end, we have been working with community partners to help all of us be part of this exciting and incredibly unique undertaking.

The proposed budget has our tax rate increasing by 2.4% (or 16 cents per thousand to a rate of \$6.73/thousand from last year's rate of \$6.57/thousand). That means that the owner of a \$275,000 home would pay an additional \$44 in taxes for City purposes on the 2024 tax bill. This tax rate includes the operating budget and debt service levies for Neenah, as well as the levy to support TIF districts (an amount derived at the state level).

Each year, the City of Neenah is faced with unique challenges. Retaining our excellent workforce will continue to be a challenge that we will need to address. Offering competitive wages and benefits to our employees must be one of our priorities as we all realize the high cost to an organization of employee turnover. Appropriately balancing that with providing top quality services to our residents will continue to be our goal. Although we have many challenges to face, we also have so much for which to be proud of today and hopeful for the future. According to a recent WalletHub article, our city was recently ranked in the top 7% of cities of our size as most desirable in which to live (ranked on 45 livability factors). The natural beauty of our community combined with our vibrant businesses, thriving downtown, overall safety, and excellent amenities continues to make Neenah a great place to call home. I am so honored and privileged to have been serving as Neenah's mayor for the past two and a half years, and I look forward to 2025 with great anticipation and optimism. Thank you for being part of our wonderful community.

Finally, I'd like to express my thanks to our Finance Department for their exceptional efforts to help guide this year's plan. Our Director of Finance, Vicky Rasmussen, and our Deputy Director, Andy Kahl, have done an exceptional job. I am incredibly grateful to both for their assistance in walking through this complex process. I'm also grateful to our Council President, Brian Borchardt, and our eight other Council members for their support and encouragement. Over the past two and half years, we have seen six of our twelve department heads transition to retirement (in 4 cases) or take new positions (in 2 cases). Our team remains strong, dedicated, and committed to continuing to provide the very best for the citizens of Neenah, and we remain firm in our convictions to make the best decisions for our entire community. As we undergo the process of budget discussions and decisions at the Council level, I welcome the input and wisdom of our Council members and community members to produce the absolute best possible result for all of us.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J.B. Lang", with a stylized flourish at the end.

Jane B. Lang, Mayor



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# **City of Neenah**

## **Wisconsin**

**2025**

### **Operating and Capital Improvements Budget**

**Compiled by Department of Finance  
Vicky K. Rasmussen, CPA, Director**

**Submitted by  
Jane B. Lang, Mayor**

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# City of Neenah

## 2025 Operating and Capital Improvements Budget

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# City of Neenah

## Budget Development and Management Process

The budget is a financial and operating plan that matches planned revenues and expenditures with the services provided City residents, businesses and industries based on established budgetary policies. It expresses in dollar amounts the City's work programs for the upcoming fiscal year. When adopted, it becomes a major guidance document for department managers for the operation of their various responsibilities, functions and activities. Strong efforts have been made to provide as complete information as practicable for budget analysis by the Common Council; to provide clear direction through budget detail to operating managers; and to allow effective administrative overview and monitoring of activity expenditures.

The City's budget year coincides with the calendar year. By Statute, the budget must include revenues and expenditures in a three-year comparison plus information on debt service, fund balances and other information deemed appropriate.

The budget document begins with a transmittal letter from the Mayor. This letter capsulizes the contents of the budget and major issues addressed during the budget development process. The *Introductory and Summary* sections describe the budget process, give an overview of the City's organizational structure and present a summary of budget revenues and expenditures. All other sections include standard formatted details of specific resources, operations and special programs.

The City follows these procedures in developing, adopting, controlling and updating its annual budget for each fiscal calendar year:

### **Development/Adoption**

1. The Mayor establishes budgetary objectives, targets and overall guidelines taking into account levels of services, economic conditions and Council and taxpayer expectations.
2. Each operating manager submits preliminary budget requests to the Mayor based on those guidelines, including expenditures, applicable revenues and goals and plans for the subsequent year. Requests are reviewed, amended and updated throughout the development process.
3. With staff input, the Mayor submits a total proposed budget to the Council which includes final department requests, Mayor's recommended expenditures and the means of financing them and required tax levy.
4. Copies of the proposed budget are made available for public review on the City's website at [www.neenahwi.gov](http://www.neenahwi.gov).

5. The Council schedules "open to the public" budget workshops with the Mayor and City staff. A formal Public Hearing is conducted to obtain public and taxpayer input. At the Public Hearing, all interested persons are given the opportunity to be heard for or against any service expenditure or revenue.
6. The budget, authorizing spending levels and adopting a tax levy, is legally enacted through passage of a Council resolution.

### **Control/Updating**

1. The budget, as adopted, includes total expenditures for the General (operating), Debt Service, Special Revenue, Capital Projects and other funds as appropriate.
2. General (operating) Fund appropriations are made at the following major expenditure program levels:
  - General Government
  - Public Safety
  - Public Works
  - Community Development and Human Services
  - Culture and Recreation
  - Miscellaneous Other Uses

All other funds are appropriated at the total expenditure level. Expenditures cannot exceed appropriations without approval of two-thirds of the Council and publication of a Class 1 Public Notice.

3. Internal City policies include additional budgetary controls beyond the legal level. Budget revisions and updating may take place during the course of the year to meet changing needs. Transfers to or from Salaries/Wages, Capital Outlay, between major cost center accounts and from the Special Reserve and Escrows account require approval of the Finance and Personnel Committee and a two-thirds vote of the Council.
4. The budgets for all funds are utilized as policy guides and operating fiscal plans for department managers throughout the year.
5. Detailed budget condition reports are furnished monthly to all department managers. The Finance Director submits quarterly reports in writing to the Finance and Personnel Committee and Council and makes analyses of the fiscal condition of the City's various funds and appropriations and recommendations related thereto.
6. Appropriations and department budgets not encumbered by purchase orders, contracts or other formal obligation at year-end generally lapse and become available for reappropriation in the succeeding fiscal year.
7. All budgets and accounting activity conform to Generally Accepted Accounting Principles (GAAP).

**City of Neenah  
Directory of Officials  
October 2024**

**MAYOR**

Jane B. Lang

**PRESIDENT OF THE COUNCIL**

Brian Borchardt

**COUNCIL MEMBERS**

Aldermanic District 1:	Cari Lendrum
Aldermanic District 1:	Mark Ellis
Aldermanic District 1:	Kathie Boyette
Aldermanic District 2:	Dan Steiner
Aldermanic District 2:	Tami Erickson
Aldermanic District 2:	Brian Borchardt
Aldermanic District 3:	Lee Hillstrom
Aldermanic District 3:	Scott Weber
Aldermanic District 3:	William Pollnow Jr.

**OFFICERS**

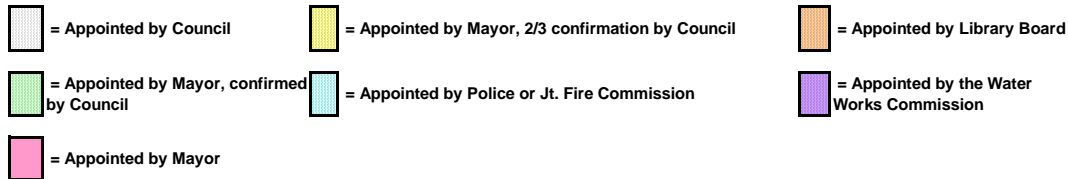
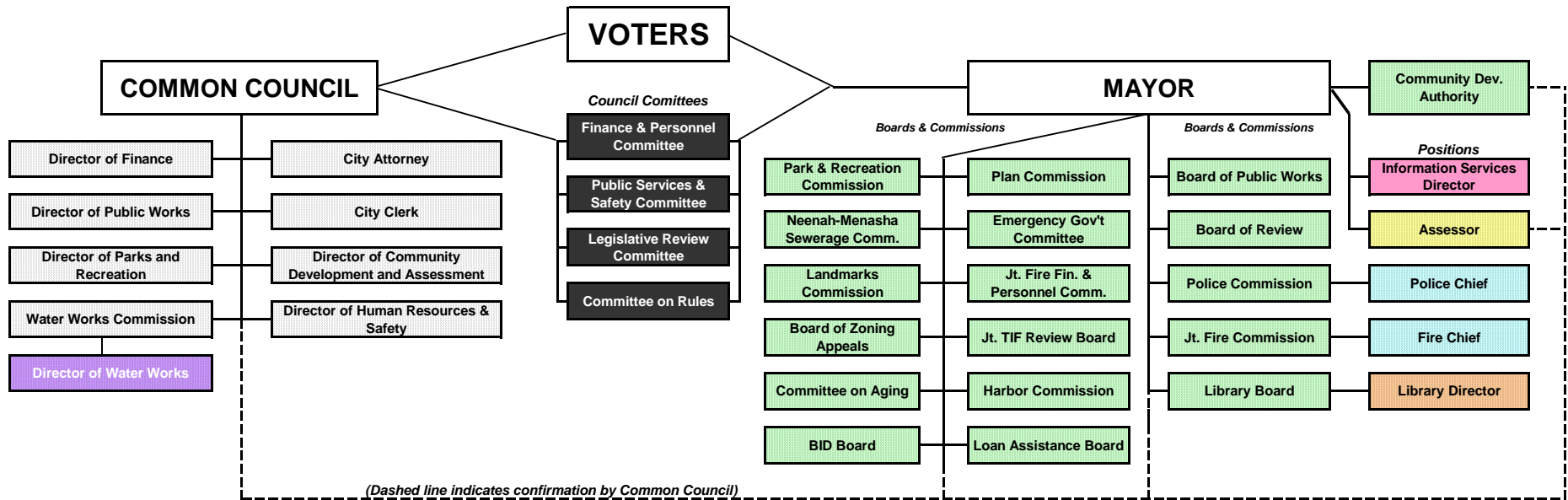
Director of Finance	Vicky K. Rasmussen
City Attorney	David C. Rashid
City Clerk	Charlotte K. Nagel
Director of Human Resources and Safety	Amy Fairchild
Police Chief	Aaron Olson
Fire Chief	Travis Teesch
Director of Public Works and Utilities	Gerry Kaiser
Director of Community Development and Assessment	Chris A. Haese
Director of Library	Nicole Hardina-Wilhelm
Director of Parks and Recreation	Michael Kading
Director of Information Systems	Matthew Schroeder

**STANDING FINANCE AND PERSONNEL COMMITTEE**

Aldersperson Tami Erickson (Chair)  
Aldersperson Kathie Boyette (Vice-Chair)  
Aldersperson Mark Ellis  
Aldersperson Brian Borchardt  
Aldersperson Dan Steiner

**STANDING PUBLIC SERVICES AND SAFETY COMMITTEE**

Aldersperson Cari Lendrum (Chair)  
Aldersperson Lee Hillstrom (Vice-Chair)  
Aldersperson Brian Borchardt  
Aldersperson William Pollnow Jr.  
Aldersperson Scott Weber



**City of Neenah**  
**2025 General Fund Budget**

	2024 Budget Tax Levy/Rate Adopted	2025 Budget Tax Levy/Rate Requested	% Increase (Decrease)	2025 Budget Tax Levy/Rate Proposed	% Increase (Decrease)
General Fund Operating Tax Levy	\$ 14,766,834	\$ 16,292,893	10.33%	\$ 14,972,758	1.39%
Debt Service Fund Tax Levy	4,000,000	4,000,000	0.00%	4,000,000	0.00%
<b>Total Tax Levy (Before TIF)</b>	<b>18,766,834</b>	<b>20,292,893</b>	<b>8.13%</b>	<b>18,972,758</b>	<b>1.10%</b>
T.I.F. Districts Tax Levy (est)	1,674,967	1,675,384	0.02%	1,675,384	0.02%
<b>Total Tax Levy (After TIF)</b>	<b>\$ 20,441,801</b>	<b>\$ 21,968,277</b>	<b>7.47%</b>	<b>\$ 20,648,142</b>	<b>1.01%</b>

City Property Equalized Value	\$ 3,107,857,600	\$ 3,336,645,400	7.36%	\$ 3,336,645,400	7.36%
<b>Equalized Tax Rate (Before TIF)</b>	<b>\$6.0385</b>	<b>\$6.0818</b>	<b>0.72%</b>	<b>\$5.6862</b>	<b>-5.83%</b>
<b>Equalized Tax Rate (After TIF)</b>	<b>\$6.5775</b>	<b>\$6.5839</b>	<b>0.10%</b>	<b>\$6.1883</b>	<b>-5.92%</b>

City Property Assessed Value	\$ 3,111,394,000	\$ 3,068,660,300	-1.37%	\$ 3,068,660,300	-1.37%
<b>Assessed Tax Rate (Before TIF)</b>	<b>\$6.0316</b>	<b>\$6.6129</b>	<b>9.64%</b>	<b>\$6.1827</b>	<b>2.51%</b>
<b>Assessed Tax Rate (After TIF)</b>	<b>\$6.5700</b>	<b>\$7.1589</b>	<b>8.96%</b>	<b>\$6.7287</b>	<b>2.42%</b>

**NOTE:** \* Budget Year 2025 Levy is proposed to be reduced by the application of \$300,000 of General Fund Unassigned Reserve Fund Balance. This compares to the amount of \$185,000 used to reduce the 2024 Budget Year Levy.

\* Tax Levy for Operating totals \$14,972,758 an increase of \$205,924, or 1.39%

\* Tax Levy for Debt Service totals \$4,000,000, an increase of \$0, or 0%

\*\* With the 2023 Wisconsin Act 12, personal property tax was repealed to become effective with property tax assessments as of January 1, 2024. The Act exempts most items that had been defined as “personal property” from the personal property tax, and reclassifies certain other items as real property for purposes of property taxation.

The 2024 equalized and assessed values for the 2025 Budget do not include personal property in the chart above, while the 2024 budget does. The chart below shows a true comparison of value changes from 2023 to 2024

Values without Personal Property	2023 Values Used for 2024 Budget	2024 Values Used for 2025 Budget	\$ Increase (Decrease)	% Increase (Decrease)
Equalized Value	\$ 3,030,144,600	\$ 3,336,645,400	\$306,500,800	10.12%
Assessed Value	\$ 3,033,512,500	\$ 3,068,660,300	\$ 35,147,800	1.16%

**City of Neenah**  
**2025 General Fund Mayor Proposed**

Requested Expenditures	\$ 31,968,530
Requested Revenue - includes previous year's tax levy amount	30,031,040
<b>Budget Deficit based upon Requests</b>	<b>\$1,937,490</b>
<b>Mayor's Proposed</b>	
<u>Increases (Decreases) to Expenditures Requested</u>	
(b) Total General Fund Expenditure	
Proposed Increases (Decreases)	(972,020)
* Details are listed in the Mayor's comments	
(a) Total General Fund Revenue	
Proposed Increases (Decreases)	965,470
* Details are listed in the Mayor's comments	
<b>Proposed General Fund Budget Deficit</b>	<b>\$ (0)</b>

<b>Expenditure Restraint Program (ERP)</b>	
2024 Adopted Expenditure Budget	\$ 29,980,730
2025 ERP Limit Increase	4.0000% 1,199,229
2025 Gen. Fund Expenditure Limit	31,179,959
2025 Department Requested Expenditures	31,968,530
<b>Expenditure Reductions Needed to Qualify for 2025 ERP Program</b>	<b>788,571</b>
<b>Expenditure Decreases Proposed by Mayor</b>	<b>(972,020)</b>
<b>Expenditure Decreases Proposed by Mayor in Excess of Amount Needed to Qualify for 2025 ERP</b>	<b>(183,449)</b>

**Mayor's Proposed Revenue Budget Adjustments**

**Increases (Decreases) to Revenue Proposed**

**Property Tax Levy Increase/(Decrease) - Levy Limit** **\$ 235,600**

**Mayor Proposed:**

Pursuant to Section 66.0602(2) Wisconsin Statutes, the State of Wisconsin has adopted levy limits that determines the maximum allowable property tax levy that a municipality may impose on parcels within their boundaries. A municipality may only increase tax levy by the % of net new construction. The net new construction for the City of Neenah was 1.25%. This year the allowable levy increase prior to adjustments is \$235,600.

With the 2023 Wisconsin Act 12, personal property tax was repealed to become effective with property tax assessments as of January 1, 2024. The act exempts most items that had been defined as "personal property" from the personal property tax and reclassifies certain other items as real property for purposes of property taxation. Under the former provisions, both real and personal property was (and is until January 2024) subject to tax unless otherwise exempted by law. Certain personal property might have been exempted based on factors such as its character, predominant use, legal classification, etc. Prior law proved cumbersome as local authorities attempted, first, to determine whether an exemption applied to the given property, and second, to ascertain the item's current fair market value within a ten percent margin of accuracy. This Act is designed to simplify this process by eliminating the personal property tax altogether.

Beginning in 2025, the Act requires the Department of Administration to provide aid to local taxing jurisdictions in an amount equal to the taxes that were levied on items of personal property based on assessments as of January 1, 2023. For the 2025 budget, this aid in the amount of \$411,430 is removed from property tax levy and reclassified as "Personal Property Exempt Credit". In addition, the assessed and equalized value of the personal property was removed in the 2024 values used for the 2025 budget.

For further details on the calculation of allowable levy, please see page in this budget document titled "Calculation of Tax Levy Limit".

**Property Tax Levy Increase - Joint Fire Department Levy Limit Adjustment** **\$ 381,750**

**Mayor Proposed:**

Pursuant to Section 66.0602(3)(h) Wisconsin Statutes, the State of Wisconsin allows for adjustments to the levy limit calculation to account for contribution to a joint fire department. The joint fire department's total charges assessed for the current year (not just your municipality's share) compared to the prior year, can only increase less than or equal to the percentage change in the Consumer Price Index (CPI) + 2%. CPI for the period September 1, 2023 through August 31, 2024 is 3.2%. Using this calculation, the CPI of 3.2% + 2% = 5.2%. The total increase for the 2025 budget from the 2024 budget is slightly under 5.2%, which is within the threshold. Thus, the City is allowed to exceed levy limits by \$381,750, which is the amount of Neenah's share of the Fire budget increase from the prior year's budget. I am recommending adjusting the levy by the allowable amount. For further details on the calculation of allowable levy, please see page in this budget document titled "Calculation of Tax Levy Limit".

# City of Neenah

## 2025 General Fund Mayor Proposed

<b><u>Use General Fund Unassigned Reserves</u></b>	<b>\$</b>	<b>300,000</b>
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**Mayor Proposed:**

The City ended fiscal year 2023 with a General Fund undesignated fund balance of \$4,607,587, and a total fund balance of \$4,900,024. Current estimates for 2024 indicate the City would end the year with a net revenue less expenditure surplus of \$125,120. This number excludes the budget application of assigned carry forwards (\$8,360), unassigned (\$185,000) and library (\$48,130) fund balance. I am recommending the use of \$300,000 of unassigned fund balance as part of the proposed 2025 General Fund budget, an increase of \$115,000 from the \$185,000 of unassigned fund balance applied as part of the 2024 budget.

<b><u>Revenue Increases</u></b>	<b>\$</b>	<b>48,120</b>
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**Mayor Proposed:**

I am recommending adding an additional \$48,120 of revenue. This will be comprised of an additional \$21,000 of building permit fees in the Community Development department, which is more in line with the trends of previous year's revenues. In addition, the Parks and Recreation/Cemetery department will be increasing various fees by 5% to align with actual costs, providing an additional \$27,120 of revenue.

<b><u>(a) Total General Fund Revenue Increases (Decreases) Recommended and Adopted</u></b>	<b>\$</b>	<b>965,470</b>
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### **Mayor's Proposed Expenditure Budget Adjustments**

**Increases (Decreases) to Expenditures Recommended**

<b><u>Joint Fire/Rescue</u></b>	<b>\$</b>	<b>(384,800)</b>
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**Mayor Recommended:**

Total reductions as directed by the Mayors of both Neenah and Menasha totalled \$629,540. The City of Neenah's 61.12% share of the total reductions was \$384,800. Specific details can be found in the full Neenah-Menasha Fire Rescue budget at the back of this budget document in the "Internal Service / Custodial Funds" section

**Department Reductions**

<b><u>Mayor Recommended:</u></b>	<b>\$</b>	<b>(537,220)</b>
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After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$537,220 reduction from department budgets. The department breakdown is listed below:

Mayor	\$	(1,500)
Finance		(26,560)
City Attorney		(7,740)
City Clerk		(1,500)
Human Resources		(750)
Administration Building		(1,290)
Police		(95,590)
Public Works		(112,610)
Community Development		(110,320)
Library		(148,960)
Harbor Committee		(340)
Celebrations/Commemorations		(640)
Parks & Recreation		(25,230)
Cemetery		(2,130)
Forestry		(2,060)
<b>Total</b>	<b>\$</b>	<b><u>(537,220)</u></b>

**Retirements/Special Reserves**

<b><u>Mayor Recommended:</u></b>	<b>\$</b>	<b>(50,000)</b>
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This area of the budget is used to identify budget adjustments that affect multiple departments across various budget line items. My recommended change to those various line items is as follows:

1). Retirements	\$	50,000
Wage and fringe benefit impact of 2025 retirements		

<b><u>(b) Total General Fund Expenditure Adjustments Increases (Decreases)</u></b>	<b>\$</b>	<b>(972,020)</b>
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<b>Total Budget Adjustments Proposed to Balance 2025 General Fund Budget</b>	<b>\$</b>	<b>1,937,489</b>
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**City of Neenah**  
**Tax Levy, Tax Rates and Property Values**  
**Budget Years 2016 - 2025**

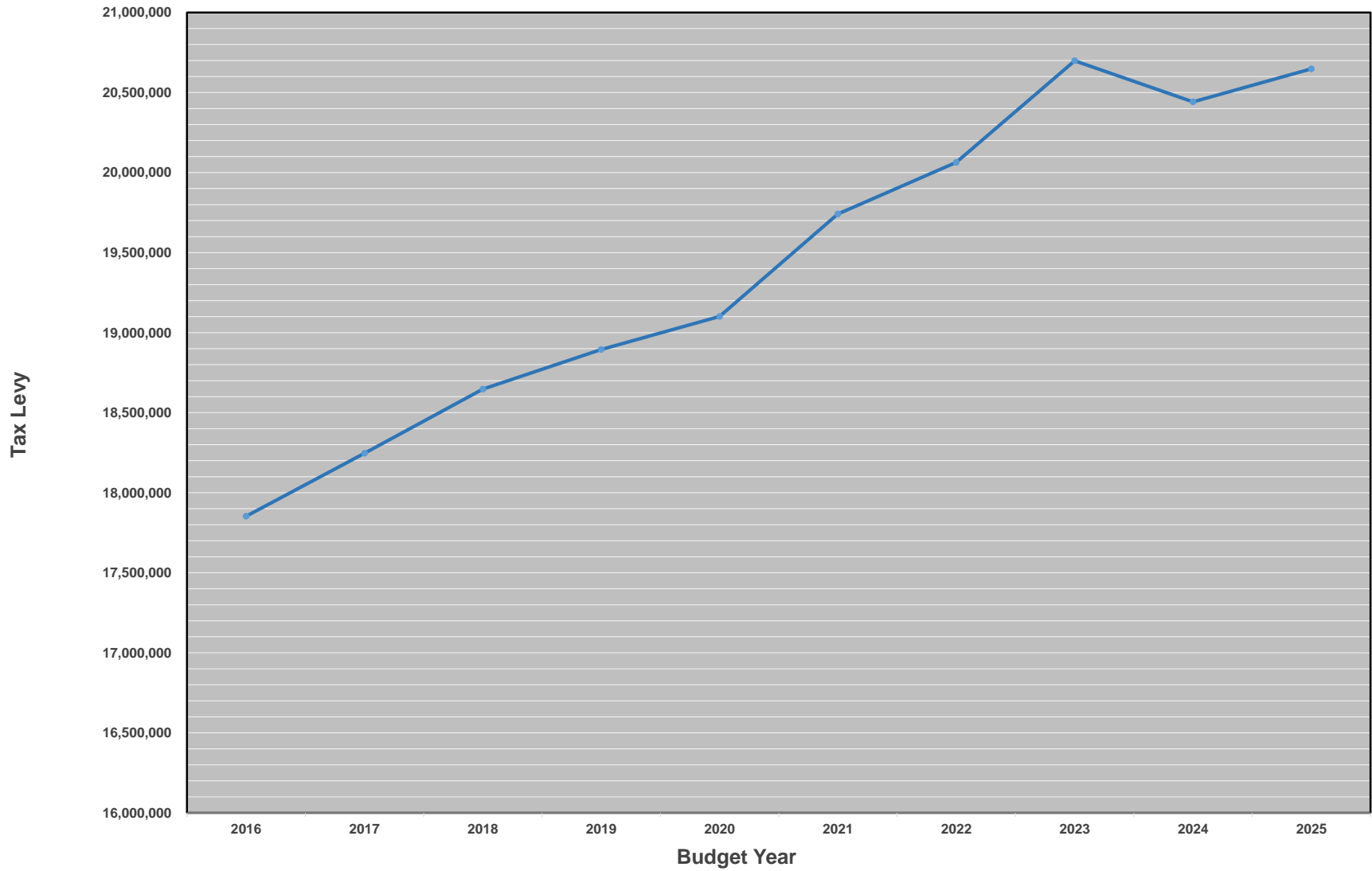
<b>***Tax Levy and Tax Rates***</b>						
<b>Budget Year</b>	<b>Tax Levy</b>	<b>% Change</b>	<b>Assessed Tax Rate</b>	<b>% Change</b>	<b>Equalized Tax Rate</b>	<b>% Change</b>
2016	17,853,228	1.29%	9.21	0.22%	9.24	0.54%
2017	18,246,485	2.20%	9.33	1.30%	9.16	-0.87%
2018	18,647,504	2.20%	9.49	1.71%	8.90	-2.84%
2019	18,895,021	1.33%	9.63	1.48%	8.55	-3.93%
2020	19,101,052	1.09%	8.19	-14.95%	8.05	-5.85%
2021	19,741,734	3.35%	8.39	2.44%	8.09	0.50%
2022	20,063,536	1.63%	8.54	1.79%	7.88	-2.60%
2023	20,698,432	3.16%	8.73	2.23%	7.58	-3.83%
2024	20,441,801	-1.24%	6.57	-24.74%	6.58	-13.20%
2025	20,648,142	1.01%	6.73	2.42%	6.19	-5.92%
Average		1.60%		-2.61%		-3.80%

<b>***Assessed and Equalized Property Values***</b>					
<b>Budget Year</b>	<b>Property Tax Base Assessed Value</b>	<b>% Change</b>	<b>Property Tax Base Equalized Value</b>	<b>% Change</b>	<b>% Ratio</b>
2016	1,937,527,000	0.97%	1,933,055,000	0.77%	100.23%
2017	1,956,028,634	0.95%	1,991,660,100	3.03%	98.21%
2018	1,964,662,341	0.44%	2,095,284,800	5.20%	93.77%
2019	1,961,250,400	-0.17%	2,209,662,100	5.46%	88.76%
2020	2,331,327,200	18.87%	2,374,159,900	7.44%	98.20%
2021	2,351,400,500	0.86%	2,440,145,100	2.78%	96.36%
2022	2,349,091,100	-0.10%	2,547,115,400	4.38%	92.23%
2023	2,370,875,900	0.93%	2,731,410,000	7.24%	86.80%
2024	3,111,394,000	31.23%	3,107,857,600	13.78%	100.11%
2025	3,068,660,300	-1.37%	3,336,645,400	7.36%	91.97%
Average		4.87%		5.54%	

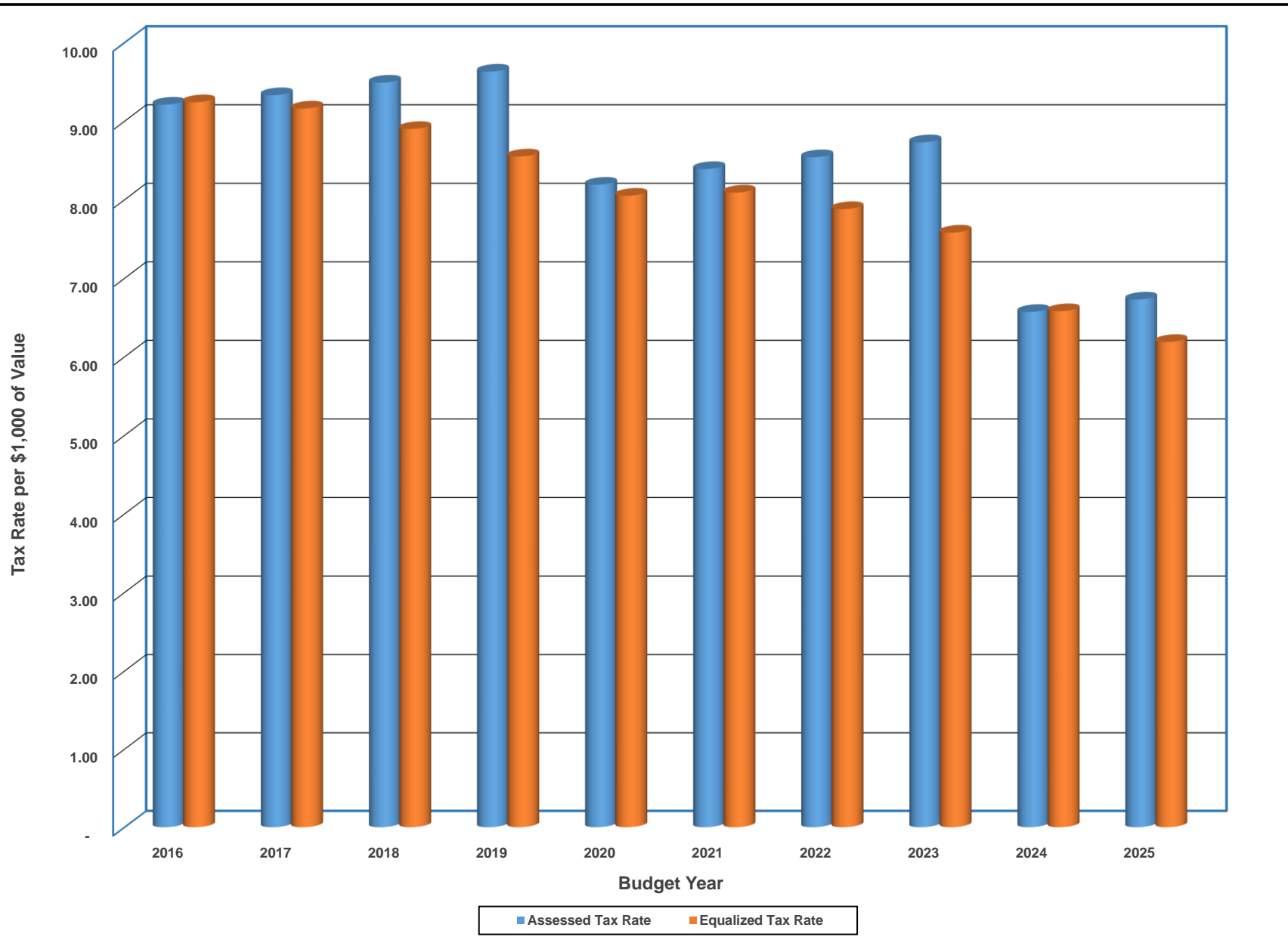
**City of Neenah**  
**2025 Budget**  
**Calculation of Tax Levy Limit**

Operating Levy Limit Calculation	Tax Levy
<b><u>2025 Budget Operating Levy Subject to Levy Limit</u></b>	
2024 Actual Levy (including debt)	\$ 18,766,836
Plus: 2024 Personal Property Tax State Aid	80,889
<u>Less: 2024 Budget Levy for Debt Service on debt authorized after 7/1/05</u>	<u>-</u>
Total Operating Levy Subject to Levy Limit	\$ 18,847,725
2025 Operating Levy Increase Allowed @ 1.25% Net New Construction Increase of Previous Year's Operating Levy	235,597
Plus: Terminated TID (0% ) of prior year's adjusted actual levy	<u>-</u>
Less: 2025 Personal Property Tax Aid	(80,889)
<u>Less: 2023 Wisconsin Act 12 Personal Property Tax Aid</u>	<u>(411,431)</u>
2025 Budget Operating Levy Increase Allowed Due To Levy Limit-After Personal Property Tax Aid	<u>(256,723)</u>
2025 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)	18,591,002
<u>2025 Budget Total Operating Levy (Before Adjustments)</u>	<u>18,591,002</u>
<b><u>Adjustments to Levy Limit - Current Year</u></b>	
2025 Budget Total Operating Levy Allowed by Levy Limit (Before Adjustments)	18,591,002
<u>Adjustments</u>	
2025 Budget Levy - For increase in charges assessed by a joint fire department	381,750
2025 Budget Levy - Unused Levy Carryforward	6
<u>2025 Budget Levy Increase for Debt Service for Debt Authorized After July 1, 2005.</u>	<u>-</u>
2025 Budget Total Operating Levy Allowed by Levy Limit (After Adjustments)	18,972,758
<b><u>2025 Budget Total Levy Subject to Levy Limit (After Adjustments)</u></b>	<b><u>\$ 18,972,758</u></b>
<b><u>Previous Year's Unused Levy Limit Adjustment</u></b>	
Previous Year's Allowable Levy	\$ 18,766,842
<u>Previous Year's Actual Levy</u>	<u>18,766,836</u>
Previous Year's Unused Levy Limit	6
Previous Year's Actual Levy x 1.50%	281,503
<u>Allowable Operating Levy Limit Unused Levy (lesser of lines above)</u>	<u>6</u>
Use of Unused Levy Limit	6
<u>Allowable Previous Year Unused Levy Limit Still Available</u>	<u>-</u>
<u>Total Unused Levy Limit Available for Future Years</u>	<u>\$ -</u>

**City of Neenah**  
**Total Annual Tax Levy**  
**Budget Years 2016 - 2025**



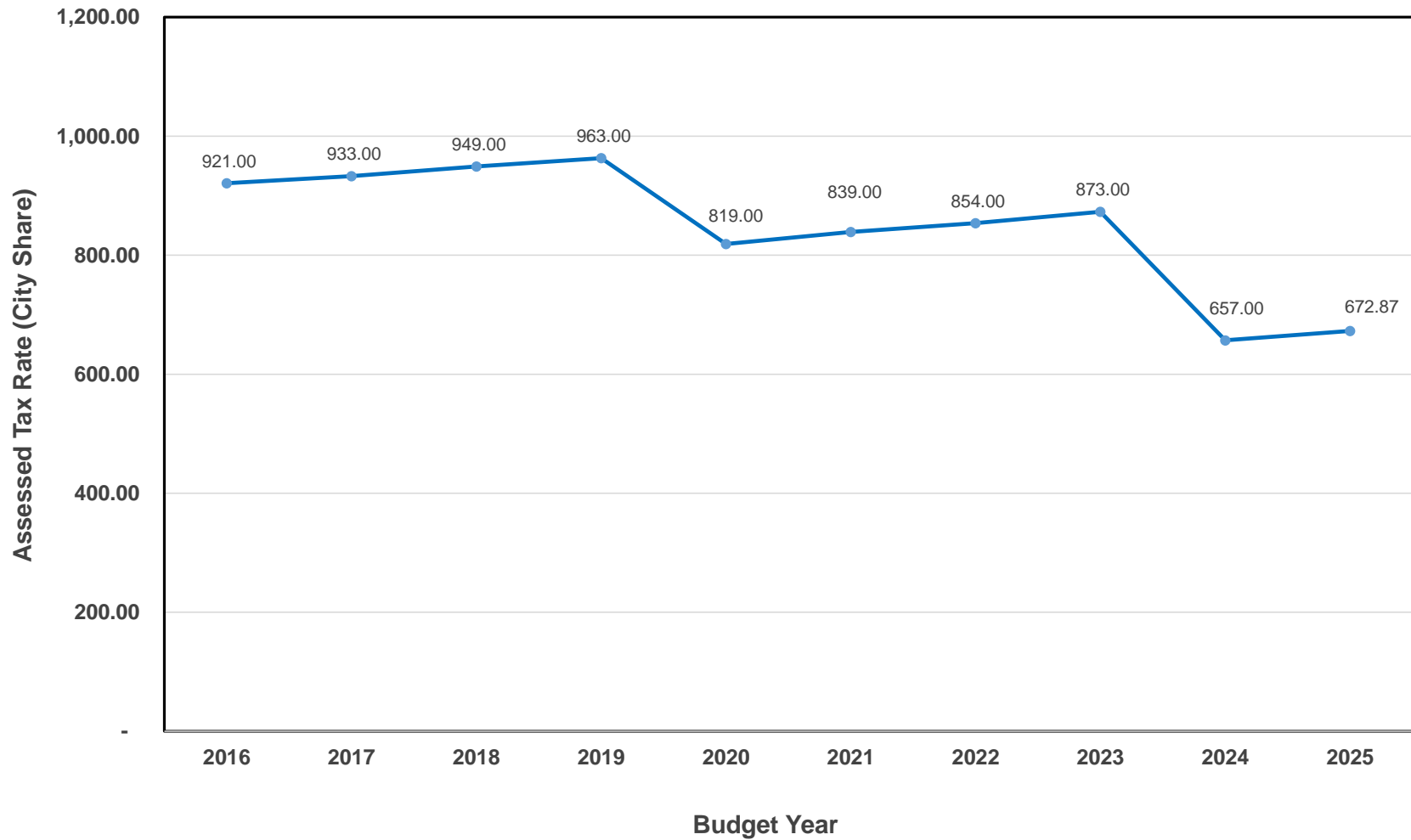
**City of Neenah**  
**Comparison of Assessed and Equalized Tax Rates**  
**Budget Years 2016 - 2025**



**City of Neenah**  
**Comparison of Assessed and Equalized Values**  
**Budget Years 2016 - 2025**



**City of Neenah  
Property Tax Levy  
\$100,000 of Assessed Property Value  
(City Share Only)**

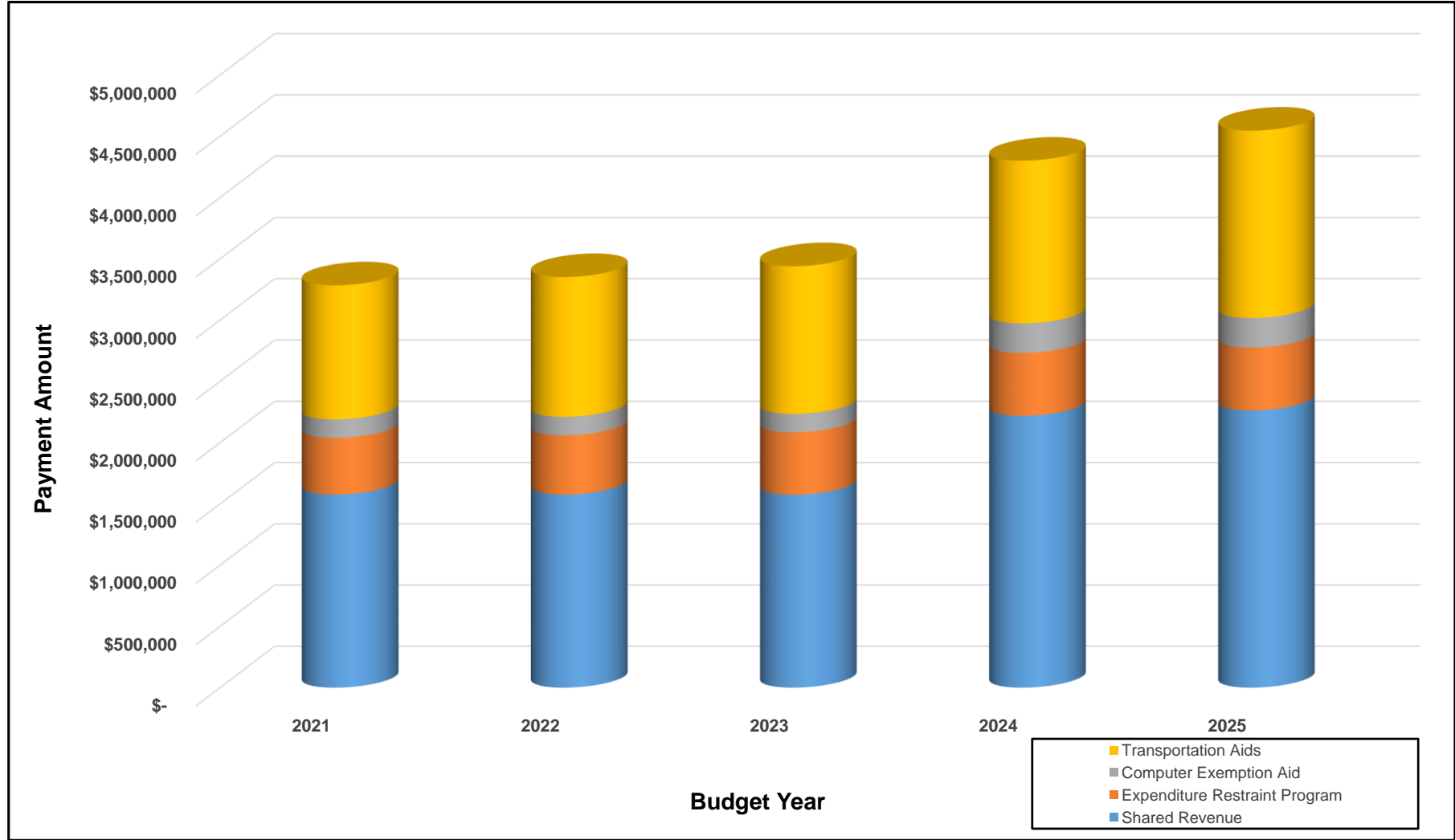


**City of Neenah**  
**Schedule of State Aid Payments**  
**Budget Years 2016 - 2025**

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
State Shared Revenue	\$ 1,520,500	\$ 1,524,360	\$ 1,562,614	\$ 1,580,010	\$ 1,577,290	\$ 1,576,660
Expenditure Restraint Program	544,830	566,880	553,680	530,670	513,160	462,970
Computer Exemption Aid	167,110	144,880	147,020	150,580	150,580	150,580
Transportation Aids	1,038,930	1,058,480	1,078,260	1,036,080	1,120,130	1,093,610
<b>Total State Aid Payments</b>	<b>\$ 3,271,370</b>	<b>\$ 3,294,600</b>	<b>\$ 3,341,574</b>	<b>\$ 3,297,340</b>	<b>\$ 3,361,160</b>	<b>\$ 3,283,820</b>
					<b>Ten-Year \$ Increase (Decrease)</b>	<b>Ten-Year % Increase (Decrease)</b>
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>		
State Shared Revenue	\$ 1,576,630	\$ 1,575,260	\$ 2,219,210	\$ 2,263,410	\$ 742,910	48.86%
Expenditure Restraint Program	483,900	509,230	512,970	512,970	(31,860)	-5.85%
Computer Exemption Aid	150,580	150,580	241,210	241,210	74,100	44.34%
Transportation Aids	1,140,220	1,204,740	1,327,570	1,528,390	489,460	47.11%
<b>Total State Aid Payments</b>	<b>\$ 3,351,330</b>	<b>\$ 3,439,810</b>	<b>\$ 4,300,960</b>	<b>\$ 4,545,980</b>	<b>\$ 1,274,610</b>	<b>38.96%</b>



**City of Neenah**  
**State Aid Payments**  
**Budget Years 2021 - 2025**



**CITY OF NEENAH**  
**2025 Budget**  
**All Funds Expenditures Summary - Operations and Utilities**

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>	<b>% Budget Change</b>
<b>General Fund</b>	\$ 28,521,151	\$ 29,989,090	\$ 29,990,860	\$ 31,968,530	\$ 30,996,510	3.36%
<b>Special Revenue Funds</b> <i>(Excludes TIF, Developer Land Fund and Alliant Energy Payment Fund)</i>	3,822,095	2,005,249	2,206,087	1,421,090	1,393,510	-30.51%
<b>Debt Service Fund</b> <i>(Including TIF, Sanitary Sewer and Storm Water Debt)</i>	12,549,440	12,178,965	12,178,965	13,170,710	13,170,710	8.14%
<b>Capital Projects Funds</b> <i>(Excludes Utilities and Internal Transfers)</i>	15,553,029	12,471,260	12,471,260	21,196,710	20,638,220	65.49%
<b>Enterprise Funds</b> <i>(Includes Capital and Depreciation; Excludes Sanitary Sewer and Storm Water Debt Service)</i>	15,236,096	19,412,030	18,226,606	16,100,790	16,107,220	-17.02%
<b>Trust Funds</b>	30,671	33,500	28,500	28,500	28,500	-14.93%
<b>Expenditures for All Operations and Utilities</b>	<b>\$ 75,712,482</b>	<b>\$ 76,090,094</b>	<b>\$ 75,102,278</b>	<b>\$ 83,886,330</b>	<b>\$ 82,334,670</b>	<b>8.21%</b>

**CITY OF NEENAH  
2025 BUDGET SUMMARY  
GENERAL FUND**

<u>Budget Account</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Dept. Request</u>	<u>2025 Proposed</u>	<u>% Budget Change</u>
<b><u>GENERAL GOVERNMENT</u></b>						
<u>Common Council</u>						
Council Operations	80,710	84,010	79,360	81,930	81,930	
	<b>80,710</b>	<b>84,010</b>	<b>79,360</b>	<b>81,930</b>	<b>81,930</b>	<b>-2.48%</b>
<u>Mayor's Office</u>						
Mayors Office	216,407	230,490	221,820	234,790	233,290	
City Publication	38,282	39,500	36,580	40,330	40,330	
Culture Implementation	95	10,000	8,140	0	0	
	<b>254,784</b>	<b>279,990</b>	<b>266,540</b>	<b>275,120</b>	<b>273,620</b>	<b>-2.28%</b>
<u>Finance</u>						
Finance Operations	639,839	676,650	671,910	714,220	708,550	
Annual Audit/GASB#34 Impl	56,569	54,920	55,000	56,500	56,500	
Risk Management	274,519	220,890	269,470	311,700	295,210	
General	19,567	5,000	20,000	5,000	5,000	
Central Services	12,373	15,400	14,500	13,440	13,120	
Utility Billing	199,283	197,870	203,870	217,720	214,140	
Water Utility	64,030	68,610	67,410	72,380	71,880	
Capital Outlay-Finance	0	1,000	0	0	0	
	<b>1,266,180</b>	<b>1,240,340</b>	<b>1,302,160</b>	<b>1,390,960</b>	<b>1,364,400</b>	<b>10.00%</b>
<u>City Attorney</u>						
City Attorney Operation	258,561	278,560	279,650	291,110	283,370	
Prosecutn/Ext Legal Serv	0	70,000	15,000	0	0	
	<b>258,561</b>	<b>348,560</b>	<b>294,650</b>	<b>291,110</b>	<b>283,370</b>	<b>-18.70%</b>
<u>City Clerk</u>						
City Clerk Operations	217,596	227,080	227,590	241,140	239,640	
Elections	37,713	96,690	95,520	52,900	52,900	
Board of Review	1,591	1,690	860	1,790	1,790	
	<b>256,900</b>	<b>325,460</b>	<b>323,970</b>	<b>295,830</b>	<b>294,330</b>	<b>-9.56%</b>
<u>Human Resources and Safety</u>						
Operations	301,214	319,560	307,940	315,660	314,910	
Culture & Recognition	0	0	0	15,000	15,000	
	<b>301,214</b>	<b>319,560</b>	<b>307,940</b>	<b>330,660</b>	<b>329,910</b>	<b>3.24%</b>
<u>Municipal Building</u>						
Municipal Building Oper	317,245	306,680	317,520	338,820	337,530	
Training/Redundant Data	11,709	11,290	12,310	12,340	12,340	
Monument Maintenance	2,233	1,650	2,960	9,340	9,340	
Capital Outlay-Mun Bldg	3,395	7,000	7,340	7,000	7,000	
	<b>334,582</b>	<b>326,620</b>	<b>340,130</b>	<b>367,500</b>	<b>366,210</b>	<b>12.12%</b>
<b><u>Total General Government</u></b>	<b>2,752,931</b>	<b>2,924,540</b>	<b>2,914,750</b>	<b>3,033,110</b>	<b>2,993,770</b>	<b>2.37%</b>

**CITY OF NEENAH  
2025 BUDGET SUMMARY  
GENERAL FUND**

<u>Budget Account</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Dept. Request</u>	<u>2025 Proposed</u>	<u>% Budget Change</u>
<b><u>PUBLIC SAFETY</u></b>						
<u>Police</u>						
Operations	7,020,805	7,708,320	7,516,420	8,001,050	7,937,710	
Police Firing Range	29,023	44,500	32,820	41,000	41,000	
School Liaison Program	301,805	327,730	325,690	341,730	340,230	
Police Crossing Guards	63,304	70,340	69,980	70,620	70,620	
Code Enforcement	76,462	90,890	88,080	99,400	98,650	
CSA / Animal Control	76,599	82,450	78,850	84,120	84,120	
K-9 Project	16,997	20,750	9,780	10,280	10,280	
Parking Enforcement	0	0	0	94,340	64,340	
Capital Outlay-Police	22,723	47,900	43,830	39,100	39,100	
	<u>7,607,718</u>	<u>8,392,880</u>	<u>8,165,450</u>	<u>8,781,640</u>	<u>8,686,050</u>	<u>3.49%</u>
<u>Neenah Share of NMFR</u>						
Fire	5,813,640	5,975,160	6,044,750	6,750,390	6,367,920	
Fire Station Buildings	35,535	30,000	30,000	35,000	35,000	
Reg Spec Oper Resp Team	13,330	14,340	17,190	16,880	14,550	
Joint Fire Commission	2,840	4,110	4,590	3,970	3,970	
	<u>5,865,345</u>	<u>6,023,610</u>	<u>6,096,530</u>	<u>6,806,240</u>	<u>6,421,440</u>	<u>6.60%</u>
<u>Other Public Safety</u>						
Emergency Government	1,021	3,320	1,020	3,750	3,750	
Police Commission	10,182	4,230	8,290	8,200	8,200	
	<u>11,203</u>	<u>7,550</u>	<u>9,310</u>	<u>11,950</u>	<u>11,950</u>	<u>58.28%</u>
<b><u>Total Public Safety</u></b>	<u>13,484,266</u>	<u>14,424,040</u>	<u>14,271,290</u>	<u>15,599,830</u>	<u>15,119,440</u>	<u>4.82%</u>
<b><u>PUBLIC WORKS</u></b>						
Engineering	837,728	865,840	861,550	920,940	906,370	
Capital Outlay-P.W. Admin	0	200	200	200	200	
Tullar Garage	481,548	527,740	516,120	549,520	541,370	
Cecil Street Garage	29,805	26,470	26,290	27,910	27,830	
Refuse Garbage Collection	973,153	983,270	970,560	1,025,860	986,710	
Sanit Sewers/Lift Station	315,117	346,290	363,190	0	0	
T-V San Sewers Insp/Seal	17,209	44,710	21,710	0	0	
Repair of Streets	448,030	478,260	457,170	503,890	497,940	
Snow & Ice Removal	543,149	593,160	552,970	607,920	597,440	
Weed Cutting	70,535	70,030	69,120	71,230	70,860	
Traffic Control	256,225	231,280	238,240	249,320	219,080	
Street Lighting	611,994	626,950	623,230	665,130	662,100	
Capital Outlay-P.W. Equip	6,221	10,200	10,200	10,200	10,200	
Parking Lots	0	0	0	103,220	102,880	
Parking Ramp - Canal	0	0	0	124,460	124,260	
DPW Services-Undesignated	5,436	12,540	14,360	6,680	6,630	
<b><u>Total Public Works</u></b>	<u>4,596,150</u>	<u>4,816,940</u>	<u>4,724,910</u>	<u>4,866,480</u>	<u>4,753,870</u>	<u>-1.31%</u>

**CITY OF NEENAH  
2025 BUDGET SUMMARY  
GENERAL FUND**

<u>Budget Account</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Dept. Request</u>	<u>2025 Proposed</u>	<u>% Budget Change</u>
<b><u>COMMUNITY/ECONOMIC DEVELOPMENT</u></b>						
<u>Community Development</u>						
Comm Development Admin	519,110	573,220	544,400	673,260	570,250	
Inspections	331,959	370,000	373,530	396,290	394,230	
GIS	0	128,020	126,250	149,490	148,740	
Weights/Measures	16,830	20,250	20,250	25,900	25,900	
Assessor Operations	358,313	282,510	276,550	295,630	292,630	
	<u>1,226,212</u>	<u>1,374,000</u>	<u>1,340,980</u>	<u>1,540,570</u>	<u>1,431,750</u>	<u>4.20%</u>
<u>Other Community Services</u>						
Landmark Operations	1,425	3,550	1,010	3,550	3,550	
Sustainable Neenah Commit	1,080	4,300	1,000	4,300	4,300	
Commun Develop Authority	3,148	11,340	6,910	11,440	10,440	
Dial-A-Ride Program	12,000	12,000	12,000	12,500	12,000	
Mass Transit	510,544	533,220	533,520	515,400	515,400	
Y-Senior Friends Program	16,479	16,900	16,900	17,240	17,240	
Neenah Committee on Aging	0	250	250	250	250	
	<u>544,676</u>	<u>581,560</u>	<u>571,590</u>	<u>564,680</u>	<u>563,180</u>	<u>-3.16%</u>
<b><u>Total Community/Economic Development</u></b>	<u>1,770,888</u>	<u>1,955,560</u>	<u>1,912,570</u>	<u>2,105,250</u>	<u>1,994,930</u>	<u>2.01%</u>
<b><u>CULTURE AND RECREATION</u></b>						
<u>Neenah Public Library</u>						
Library Operations	2,273,914	2,405,460	2,433,370	2,675,630	2,526,670	
WALS Computerization	191,388	195,690	184,240	198,500	198,500	
	<u>2,465,302</u>	<u>2,601,150</u>	<u>2,617,610</u>	<u>2,874,130</u>	<u>2,725,170</u>	<u>4.77%</u>
<u>Other Culture</u>						
Harbor Committee	9,522	11,580	3,880	12,310	11,970	
	<u>9,522</u>	<u>11,580</u>	<u>3,880</u>	<u>12,310</u>	<u>11,970</u>	<u>3.37%</u>

**CITY OF NEENAH  
2025 BUDGET SUMMARY  
GENERAL FUND**

<u>Budget Account</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Dept. Request</u>	<u>2025 Proposed</u>	<u>% Budget Change</u>
<b><u>CULTURE AND RECREATION (cont.)</u></b>						
<u>Park &amp; Recreation</u>						
Park & Rec Admin Office	751,176	781,830	783,540	833,110	828,780	
Gen Unallocated Overhead	30,031	35,320	40,550	42,860	42,860	
Adult Programs	3,022	3,300	4,430	3,700	3,700	
Contracted Programs	60,893	50,390	53,480	56,520	56,520	
Youth Programs	171,759	194,980	214,370	216,980	216,480	
Other Pk & Rec Activities	15,107	13,520	14,930	15,270	15,270	
Riverside Players	29,274	32,120	11,110	35,180	34,780	
Parks	921,362	1,068,830	1,063,590	1,120,580	1,110,580	
	<u>1,982,624</u>	<u>2,180,290</u>	<u>2,186,000</u>	<u>2,324,200</u>	<u>2,308,970</u>	<u>5.90%</u>
<u>Independent Programs</u>						
Municipal Pool	327,390	340,290	362,880	358,680	348,680	
	<u>327,390</u>	<u>340,290</u>	<u>362,880</u>	<u>358,680</u>	<u>348,680</u>	<u>2.47%</u>
<u>Celebrations/Commemorations</u>						
4th of July/Communityfest	53,410	53,580	56,550	57,780	57,310	
Concerts/Parades/Others	25,688	24,370	34,080	34,030	33,860	
150th Celebration	12,649	0	0	0	0	
	<u>91,747</u>	<u>77,950</u>	<u>90,630</u>	<u>91,810</u>	<u>91,170</u>	<u>16.96%</u>
<b><u>Total Culture and Recreation</u></b>	<b><u>4,876,585</u></b>	<b><u>5,211,260</u></b>	<b><u>5,261,000</u></b>	<b><u>5,661,130</u></b>	<b><u>5,485,960</u></b>	<b><u>5.27%</u></b>
<b><u>MISCELLANEOUS</u></b>						
<u>Oak Hill Cemetery</u>						
Cemetery Operations	308,347	312,110	322,930	330,620	328,490	
	<u>308,347</u>	<u>312,110</u>	<u>322,930</u>	<u>330,620</u>	<u>328,490</u>	<u>5.25%</u>
<u>City-Wide Forestry Program</u>						
City Wide Forestry Progm	224,890	245,700	256,040	261,760	260,240	
Parks	77,767	67,340	67,940	68,790	68,320	
Invasive Species Control	7,149	16,600	19,950	16,560	16,490	
	<u>309,806</u>	<u>329,640</u>	<u>343,930</u>	<u>347,110</u>	<u>345,050</u>	<u>4.67%</u>
<u>Other</u>						
Tax Refunds	10,000	10,000	10,000	10,000	10,000	
Cash Short & Over	8	0	20	0	0	
Uncollectible Write Offs	318	0	25,210	0	0	
	<u>10,326</u>	<u>10,000</u>	<u>35,230</u>	<u>10,000</u>	<u>10,000</u>	<u>0.00%</u>
<u>Transfers Out</u>						
Transfer to Parking Utility	156,564	0	190,000	0	0	
Transfer to Joint Court-Neenah Share	255,288	5,000	14,250	15,000	15,000	
	<u>411,852</u>	<u>5,000</u>	<u>204,250</u>	<u>15,000</u>	<u>15,000</u>	<u>2</u>
<b><u>Total Miscellaneous</u></b>	<b><u>1,040,331</u></b>	<b><u>656,750</u></b>	<b><u>906,340</u></b>	<b><u>702,730</u></b>	<b><u>698,540</u></b>	<b><u>6.36%</u></b>
<b><u>SPECIAL RESERVES &amp; ESCROWS</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>(50,000)</u></b>	<b><u>N/A</u></b>
<b><u>TOTAL GENERAL FUND BUDGETS</u></b>	<b><u>28,521,151</u></b>	<b><u>29,989,090</u></b>	<b><u>29,990,860</u></b>	<b><u>31,968,530</u></b>	<b><u>30,996,510</u></b>	<b><u>3.36%</u></b>

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* SUMMARY OF GENERAL FUND BY OBJECT CODE \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PERSONNEL SERVICES</b>								
0101	Salaries	11,433,798	12,311,750	6,123,531	12,174,180	12,952,580	12,644,850	
0102	Full Time Hourly Wages	1,779,616	1,988,590	1,403,832	1,945,460	1,966,300	1,934,850	
0103	Temporary Wages	686,416	800,960	705,825	793,490	856,690	844,690	
0104	Overtime Wages	801,741	662,980	425,755	687,320	670,630	682,020	
0105	Reimbursable Overtime	(28,680)	(29,720)	(726)	(34,210)	(32,310)	(32,310)	
0106	FLSA Overtime Wages	37,406	37,010	1,841	38,720	39,670	39,670	
0108	Grant Overtime	383	10,000	0	0	10,000	10,000	
0109	Premium Pay	16,008	14,000	11,864	16,640	17,000	14,000	
0110	Health Insurance	3,091,410	3,290,340	1,954,459	3,330,230	3,972,180	3,783,830	
0111	Fringes	3,096,387	3,494,130	1,784,597	3,448,000	3,727,200	3,651,790	
0112	Grant Fringes	93	2,430	0	0	2,500	2,500	
0115	Schools/Seminars/Training	63,985	142,150	75,443	131,680	131,880	122,410	
0116	Test/Certification for Eq	6,520	10,290	0	10,290	11,030	9,780	
0117	Clothing Allowance	68,672	76,870	35,415	67,840	79,370	77,870	
0118	License Renewal	1,410	2,450	640	2,350	1,960	1,960	
0120	Protective Vest Repl Fd	3,900	5,200	2,350	5,200	4,500	4,500	
0122	Travel Expenses	(115)	1,000	397	1,000	1,000	1,000	
0123	Auto Allowance	2,028	2,800	1,964	3,440	3,500	3,300	
0124	Meal Allowance	1,687	1,660	820	1,160	1,760	1,760	
0125	Employee School Reimb	240	240	0	190	240	240	
0126	Department Awards	2,382	4,000	2,879	4,000	4,000	4,000	
0127	DOT Emp Notification Prog	0	50	0	50	50	50	
0128	Empl Recognition Awards	3,808	2,800	41	3,570	2,140	730	
	<b>PERSONNEL SERVICES</b>	<b>21,069,095</b>	<b>22,831,980</b>	<b>12,530,927</b>	<b>22,630,600</b>	<b>24,423,870</b>	<b>23,803,490</b>	<b>971,510</b>
<b>CONTRACTUAL SERVICES</b>								
0202	Outside Printing	65,204	65,250	40,468	63,000	70,910	70,110	
0203	Postage	79,573	87,440	56,815	86,770	80,160	77,670	
0204	Conferences & Meetings	0	100	0	100	100	100	
0205	Credit/Debit Charges	20,168	16,730	19,868	24,670	29,120	29,120	
0206	Advertising & Publication	21,791	21,860	10,104	19,630	21,760	21,760	
0207	Dues & Memberships	23,490	28,050	22,052	26,460	27,860	26,860	
0209	Maintenance of PPE/SCBA	4,400	5,740	0	5,740	6,260	6,260	
0210	Maintenance of Hardware	2,473	3,730	1,642	3,840	3,720	3,720	
0211	Maint of Fixed Equipment	22,751	18,480	19,214	23,700	17,060	17,060	
0212	Maint of Office Equipment	6,627	9,200	5,825	8,430	8,450	8,450	
0213	Maint of Motor Vehicles	99,827	101,440	23,768	103,190	102,680	102,680	
0214	Maintenance of Buildings	233,745	192,100	169,305	231,710	224,900	219,070	
0215	Maint of Radio Equipment	13,464	12,050	7,000	11,800	12,560	12,560	
0216	Maint of Operating Equip	15,415	17,350	18,460	31,770	15,890	15,650	
0217	Maint of Traffic Signals	15,314	8,000	3,588	8,000	8,500	8,500	
0218	Maint of Software	34,835	54,980	8,557	53,970	119,180	80,150	
0219	Maintenance of Land	4,308	13,950	6,791	10,900	25,750	24,750	
0220	Maint of Athletic Fields	4,600	2,500	2,275	2,500	2,500	2,500	
0221	Telephone	26,275	30,500	16,761	28,580	23,440	23,440	
0222	Electricity	944,894	949,240	598,587	948,910	1,013,100	1,011,600	
0223	Natural Gas	81,916	107,560	35,244	103,750	112,720	112,220	
0224	Water & Sewer	91,122	110,130	65,385	109,010	108,560	105,560	
0225	Commercial Dumpster	8,678	9,950	7,424	9,940	10,100	10,100	
0226	Storm Water	44,415	61,730	49,758	66,010	75,680	75,680	
0227	Cellular Telephone	54,423	55,490	28,312	45,600	49,720	48,960	
0228	Other Communications/GPS	724	900	360	600	500	500	



**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* SUMMARY OF GENERAL FUND BY OBJECT CODE \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CONTRACTUAL SERVICES (CONT.)</b>								
0229	Maint of Pavement Marking	0	1,000	0	1,000	0	0	
0231	Care of Prisoners	8,900	10,000	5,403	10,000	10,000	10,000	
0232	Auditing Services	57,959	55,310	44,483	56,420	57,490	57,490	
0233	Other Serv-Manufac Fees	98,278	93,790	66,692	91,190	104,820	103,820	
0234	Credit Card Payment Fees	24,818	20,100	24,930	25,900	27,000	27,000	
0235	Outside Software Services	4,556	6,600	15,077	15,090	7,580	7,580	
0236	Outside Services	1,257,103	1,191,620	901,329	1,170,420	1,275,620	1,170,750	
0237	Pest Control	5,092	6,250	4,119	5,670	8,070	8,070	
0238	Professional Services	22,000	97,630	16,997	43,210	29,530	28,310	
0239	Misc Insurance	1,336	1,450	1,528	1,530	1,660	1,610	
0241	Tree Planting & Landscape	17,890	17,600	17,069	17,670	17,610	17,110	
0242	Permit	593	1,150	649	900	1,180	1,180	
0243	Tipping Fees	401,122	420,000	288,878	420,000	420,000	420,000	
0244	Commercial Dumpsters	75,026	79,630	56,843	80,470	82,980	82,800	
0245	License Fees	76,708	82,750	76,656	76,910	83,010	80,720	
0246	Property & Liability Ins	109,020	120,400	94,392	112,280	120,630	118,340	
0247	Auto/Physical Damage Ins	58,688	62,490	49,160	63,670	66,480	64,950	
0248	Boiler:Machine Insurance	5,554	6,010	5,000	5,000	5,400	5,250	
0249	Collection Services	65,653	52,000	38,107	51,880	54,000	54,000	
0250	Copy Mach. Lease/Supplies	14,607	27,530	11,514	23,610	18,530	18,530	
0251	Rental	19,128	21,200	17,079	19,400	38,700	38,700	
0252	Rental of Equipment	8,012	10,730	9,544	11,740	11,730	11,730	
0253	Technology Res Fund	29,000	29,000	18,049	18,050	29,000	29,000	
0254	Printer / Copies	26,670	27,040	18,766	27,180	28,970	28,970	
0255	IS Service / Internal	615,270	613,050	406,133	613,050	630,480	619,840	
0256	Neenah City Finance Ser.	16,740	17,360	0	17,360	18,150	18,150	
0257	Neenah City H/R Services	42,240	43,740	0	43,740	45,750	45,750	
0258	GIS Services/Internal	110,250	8,390	0	8,390	8,780	8,780	
0261	Misc	11,296	12,630	8,323	12,490	13,430	13,430	
0262	Public Relations/Services	9,932	14,260	5,017	14,360	14,670	10,390	
0264	Drug & Alcohol Testing	2,734	3,000	1,934	3,000	3,000	3,000	
0265	EE Safety Compliance Acct	4,941	9,500	4,160	9,500	5,500	5,500	
0268	Connector Cost	0	11,800	0	11,800	12,180	12,180	
0271	Self-Insured Direct Costs	70,000	0	0	55,000	80,000	70,000	
0280	Neenah-Menasha FireRescue	0	(21,000)	4,495,208	(34,440)	(19,560)	(19,560)	
0293	Maint of Motor Veh/Fleet	265,557	321,750	250,506	319,500	536,600	536,600	
0294	Oil and Fluids/Fleet	19,999	21,950	18,282	25,620	0	0	
0296	Maint of Oper Eq/Fleet	220,017	205,490	142,607	204,330	0	0	
	<b>CONTRACTUAL SERVICES</b>	<b>5,697,121</b>	<b>5,687,650</b>	<b>8,331,997</b>	<b>5,681,470</b>	<b>6,020,150</b>	<b>5,825,000</b>	<b>137,350</b>
<b>SUPPLIES &amp; MATERIALS</b>								
0301	Office Supplies	23,926	30,150	16,898	29,760	28,800	28,150	
0302	Inhouse Printing	51	1,020	47	440	270	270	
0303	Computer Operation Supply	1,660	4,250	1,200	2,590	1,270	1,270	
0305	Chemicals	0	1,500	1,033	1,500	300	300	
0306	Cleaning/Janitor Supplies	56,179	58,680	33,467	57,700	59,860	58,140	
0308	Books and Periodicals	5,672	9,180	3,890	8,680	10,330	8,730	
0310	Gasoline & Oil	292,402	290,170	194,276	283,110	283,740	280,610	
0311	Fixed Equipment Maint.Sup	8,055	5,350	4,751	7,140	5,700	2,700	
0312	Playground Maintenance	10,057	11,000	218	11,000	11,000	11,000	
0313	Motor Vehicle Maint Suppl	208	1,320	192	1,320	1,220	1,220	
0314	Building Maint Supplies	21,976	16,500	17,466	21,530	17,900	17,900	
0315	Land Maint Supplies	12,144	18,400	7,359	20,380	19,100	19,100	
0316	Equipment Maint Supplies	9,030	10,500	7,664	10,770	9,800	9,800	
0317	Traffic Signal Supplies	35,366	27,000	2,928	27,000	29,000	0	

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* SUMMARY OF GENERAL FUND BY OBJECT CODE \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>SUPPLIES &amp; MATERIALS (CONT.)</u></b>								
0318	Maps and Records	630	850	300	600	850	850	
0319	Safety Supplies	18,027	31,340	13,278	33,180	30,950	29,600	
0320	Small Tools	7,464	9,420	4,822	9,600	9,910	9,750	
0321	Athletic Field Maint. Sup	19,436	17,000	18,167	18,170	17,000	17,000	
0323	Dog Supplies	3,275	4,000	538	1,000	2,000	2,000	
0324	Pavement Marking Supplies	1,274	1,300	235	1,000	1,000	1,000	
0325	Consumable supplies	2,130	1,990	0	1,990	2,020	2,020	
0326	Photography Supplies	4,653	3,000	1,881	2,810	5,490	3,040	
0327	Sign & Barricade Supplies	10,485	15,000	7,445	14,000	12,000	12,000	
0329	Targets & Ammunition	27,051	30,000	12,485	30,000	27,000	27,000	
0331	Sand Gravel Hot/Cold Mix	31,210	26,300	20,709	26,300	30,000	30,000	
0332	Salt & Stone Chips	100,993	113,600	101,057	113,600	114,600	114,600	
0333	All Other Supplies	53,866	78,020	41,327	60,490	74,740	74,440	
0334	Other- WI Building Seals	1,194	1,500	1,493	1,500	2,500	2,500	
0335	Set Design/Construction	2,906	4,500	996	1,500	4,200	4,200	
0336	Concession Supplies	34,754	29,620	35,419	35,510	28,200	28,200	
0338	Costumes	484	800	0	300	800	800	
0339	Tires & Tire Maintenance	29,768	29,100	18,344	32,000	28,300	28,300	
0340	Library Books & Materials	208,355	215,000	156,592	215,000	210,000	210,000	
0341	Library Supplies	6,102	8,000	5,270	8,000	8,000	7,500	
0342	Tech Service Supplies	7,078	12,000	5,710	12,000	11,000	10,000	
0343	Small Program Packages	1,953	4,300	743	1,420	970	970	
0344	Small Equipment	31,057	43,560	20,845	38,590	40,370	40,370	
0345	Shop Supplies	3,741	3,000	2,029	3,120	2,600	2,600	
0346	Maint of Lift Station	769	3,500	3,634	4,000	0	0	
0347	Small Computer Hardware	6,191	15,250	9,375	15,050	20,260	19,120	
0348	Per Protective Equipment	45,360	49,000	423	50,940	83,510	11,690	
0349	Electronic Materials	62,797	81,500	76,634	81,500	115,600	81,600	
0350	Training Supplies	12,900	18,320	5,800	18,320	18,980	18,980	
0351	Evidence Room	0	0	0	0	3,500	3,500	
0352	Citizens Police Academy	0	0	0	0	3,000	3,000	
0353	Promotional Networking	0	0	0	0	1,000	1,000	
0376	Marker/Monument Foundtion	1,832	1,000	4,168	4,170	1,000	1,000	
<b>SUPPLIES &amp; MATERIALS</b>		<b>1,214,461</b>	<b>1,336,790</b>	<b>861,108</b>	<b>1,318,580</b>	<b>1,389,640</b>	<b>1,237,820</b>	<b>(98,970)</b>
<b><u>OTHER</u></b>								
0501	Vandalism	0	0	245	250	200	200	
0531	Community Contribution	1,650	7,200	1,650	1,650	4,000	4,000	
0588	Uncollectible Write Offs	318	0	25,207	25,210	0	0	
<b>OTHER</b>		<b>1,968</b>	<b>7,200</b>	<b>27,102</b>	<b>27,110</b>	<b>4,200</b>	<b>4,200</b>	<b>(3,000)</b>
<b><u>PROPERTY DAMAGE</u></b>								
0718	City Hall	14,667	0	0	0	0	0	
0721	Police	0	0	18,498	20,000	0	0	
0723	Fire Property Damage	40,380	0	0	0	0	0	
0793	Park & Rec.	4,900	0	0	0	0	0	
0799	Undesignated	0	5,000	0	0	5,000	5,000	
<b>PROPERTY DAMAGE</b>		<b>59,947</b>	<b>5,000</b>	<b>18,498</b>	<b>20,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* SUMMARY OF GENERAL FUND BY OBJECT CODE \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>CAPITAL OUTLAY</u></b>								
8108	Office Furniture & Equip.	8,079	13,370	8,438	13,370	13,410	13,410	
8113	Communication Equipment	2,034	10,960	1,595	10,960	11,080	11,080	
8114	Computer Software Outlay	0	600	0	0	0	0	
8115	Computer Hardware Outlay	8,374	16,710	1,625	11,640	12,510	12,510	
8116	Maintenance Equipment	3,195	4,000	1,415	4,000	4,000	4,000	
8133	All Other Equipment	36,165	58,960	14,054	58,010	57,450	54,000	
8149	Household Purchases	8,860	10,870	0	10,870	12,220	11,000	
	<b>CAPITAL OUTLAY</b>	<b>66,707</b>	<b>115,470</b>	<b>27,127</b>	<b>108,850</b>	<b>110,670</b>	<b>106,000</b>	<b>(9,470)</b>
<b><u>TRANSFERS OUT</u></b>								
9999	Parking Utility	156,564	0	0	190,000	0	0	
9999	Joint Court-Neenah Share	255,288	5,000	0	14,250	15,000	15,000	
	<b>TRANSFERS OUT</b>	<b>411,852</b>	<b>5,000</b>	<b>0</b>	<b>204,250</b>	<b>15,000</b>	<b>15,000</b>	<b>10,000</b>
<b>TOTAL GENERAL FUND</b>		<b>28,521,151</b>	<b>29,989,090</b>	<b>21,796,759</b>	<b>29,990,860</b>	<b>31,968,530</b>	<b>30,996,510</b>	<b>1,007,420</b>
Percent Budget Change								3.36%

**City of Neenah  
2025 Mayor Proposed Budget  
Permanent Positions**

<b>DEPARTMENT</b>	<b>2024 ORIGINAL BUDGET</b>		<b>2024 CURRENT STAFF</b>		<b>2025 DEPT. REQUEST</b>		<b>2025 PROPOSED</b>	
	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME	FULL TIME	PART TIME
<b>General Government</b>								
Office of Mayor	2.00	-	2.00	-	2.00	-	2.00	-
Department of Finance	8.00	0.67	8.00	0.67	8.00	0.67	8.00	0.67
City Attorney	2.00	-	2.00	-	2.00	-	2.00	-
City Clerk	2.00	-	2.00	-	2.00	-	2.00	-
Human Resources/Safety	1.00	1.60	1.00	1.60	1.00	1.60	1.00	1.60
Information Systems	5.00	-	5.00	-	5.00	-	5.00	-
City Admin. Building	1.95	-	1.95	-	1.95	-	1.95	-
<b>Total General Government</b>	<b>21.95</b>	<b>2.27</b>	<b>21.95</b>	<b>2.27</b>	<b>21.95</b>	<b>2.27</b>	<b>21.95</b>	<b>2.27</b>
<b>Public Safety</b>								
Police Department	56.00	1.20	56.00	1.20	56.00	1.20	56.00	0.53
Fire	41.05	-	41.05	-	44.00	0.41	41.56	-
<b>Total Public Safety</b>	<b>97.05</b>	<b>1.20</b>	<b>97.05</b>	<b>1.20</b>	<b>100.00</b>	<b>1.61</b>	<b>97.56</b>	<b>0.53</b>
<b>Public Works</b>								
Engineering	7.00	-	7.00	-	7.00	-	7.00	-
City Garage	28.50	0.75	28.50	0.75	29.50	0.75	28.50	0.75
Fleet Management	5.50	-	5.50	-	5.50	-	5.50	-
<b>Total Public Works</b>	<b>41.00</b>	<b>0.75</b>	<b>41.00</b>	<b>0.75</b>	<b>42.00</b>	<b>0.75</b>	<b>41.00</b>	<b>0.75</b>
<b>Community Development and Human Services</b>								
Community Development	10.00	0.67	10.00	0.67	10.00	0.67	10.00	0.67
<b>Total Community Develop. and Human Services</b>	<b>10.00</b>	<b>0.67</b>	<b>10.00</b>	<b>0.67</b>	<b>10.00</b>	<b>0.67</b>	<b>10.00</b>	<b>0.67</b>
<b>Culture and Recreation</b>								
Library	11.05	12.36	11.05	12.36	12.05	12.36	11.05	12.36
Parks and Recreation	12.00	0.67	12.00	0.67	12.00	0.67	12.00	0.67
<b>Total Culture and Recreation</b>	<b>23.05</b>	<b>13.03</b>	<b>23.05</b>	<b>13.03</b>	<b>24.05</b>	<b>13.03</b>	<b>23.05</b>	<b>13.03</b>
<b>Cemetery</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>-</b>
<b>Water</b>	<b>17.00</b>	<b>0.53</b>	<b>17.00</b>	<b>0.53</b>	<b>17.00</b>	<b>0.53</b>	<b>17.00</b>	<b>0.53</b>
<b>Municipal Court</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>TOTAL ALL PERMANENT CITY EMPLOYEES</b>	<b>213.05</b>	<b>19.45</b>	<b>213.05</b>	<b>19.45</b>	<b>218.00</b>	<b>19.86</b>	<b>213.56</b>	<b>18.78</b>

**Notes**

1. Fire Department (Neenah's portion for 2025 is 61.12 \* 68 = 41.56).
2. Excludes Aldermanic.
3. City Administration Building will reflect 95% for City Hall and 5% for the Library.

**City of Neenah**  
**Projected 2024 Year-End Operating Surplus (Deficit)**  
**From Data Through 9/30/2024**

**Projected Expenditures Variances**

	<b>Budgeted</b>	<b>Estimated Actual</b>	<b>Variance Surplus / (Deficit)</b>
General Government	\$ 2,924,540	\$ 2,914,750	\$ 9,790
Public Safety	14,424,040	14,271,290	152,750
Public Works	4,816,940	4,724,910	92,030
Community Development	1,955,560	1,912,570	42,990
Parks and Recreation	2,520,580	2,548,880	(28,300)
Library	2,601,150	2,617,610	(16,460)
All Other	746,280	1,000,850	(254,570)
<i>Total</i>	<u>29,989,090</u>	<u>29,990,860</u>	
<b>Total Projected Expenditures Variance</b>			<b>\$ (1,770)</b>

**Projected Revenue Variances**

	<b>Budgeted</b>	<b>Estimated Actual</b>	<b>Variance Surplus / (Deficit)</b>
Taxes & Payment in Lieu of Taxes	\$ 16,046,380	\$ 15,826,340	\$ (220,040)
State and Federal Revenue	4,976,590	5,009,810	33,220
Licenses, Permits and Fees	363,250	426,910	63,660
Charges for Services	2,364,630	2,297,480	(67,150)
Investment Income	966,200	1,280,690	314,490
Fines and Forfeitures	85,000	82,210	(2,790)
Other Revenue	343,460	334,380	(9,080)
Park & Recreation Revenue	690,460	707,210	16,750
Special Financing (Fund Balance)	193,360	-	(193,360)
Fund Transfers	3,959,760	4,150,950	191,190
<i>Total</i>	<u>29,989,090</u>	<u>30,115,980</u>	
<b>Total Projected Revenues Variance</b>			<b>\$ 126,890</b>

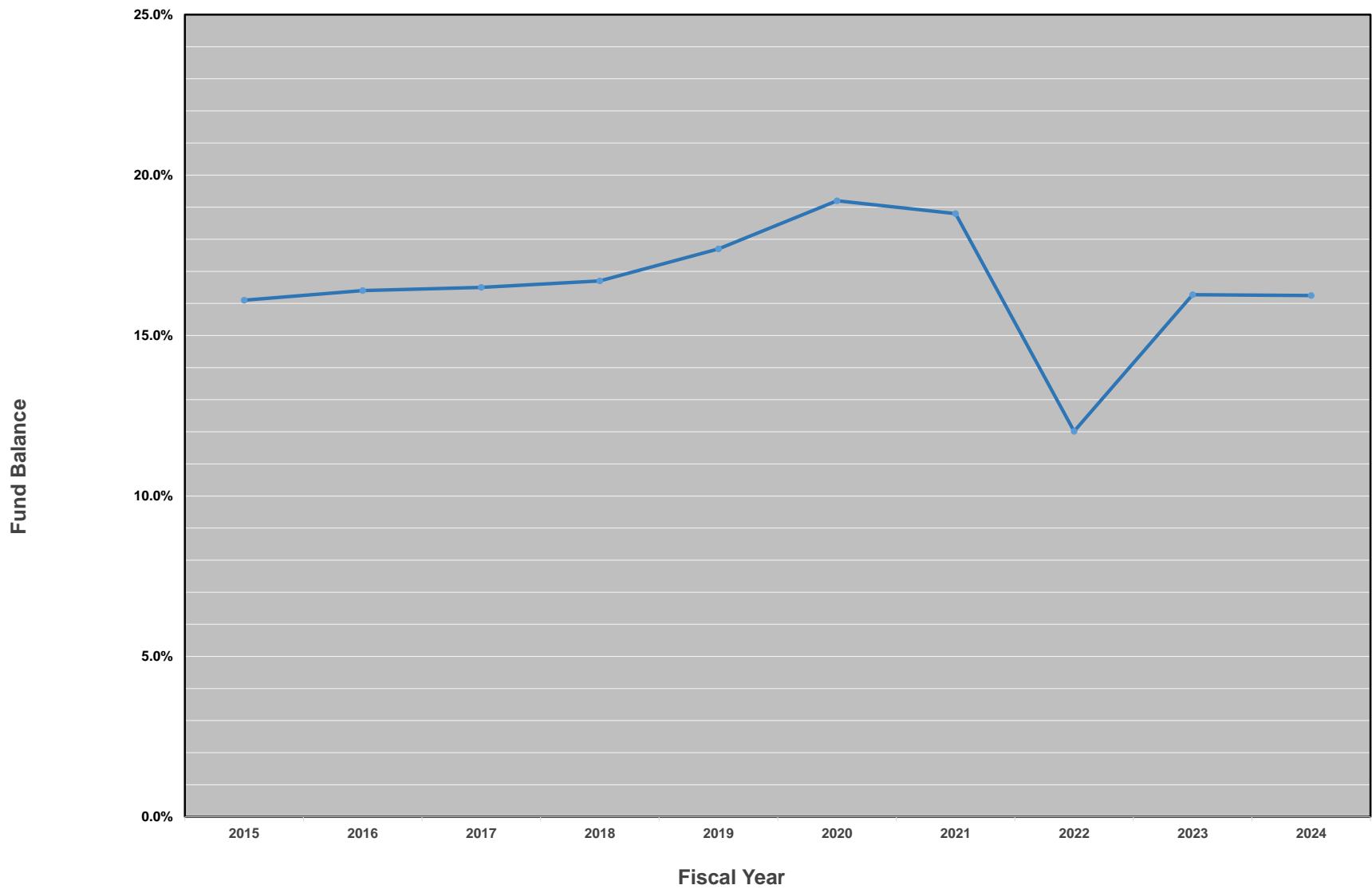
<b>Overall Projected 2024 Surplus</b>	<b>\$ 125,120</b>
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<p align="center"><b>City of Neenah</b>  <b>History of General Fund Balances</b>  <b>Budget Years 2015 - 2024</b></p>
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<u>Year</u>	<u>Total Fund Balance</u>	<u>Nonspendable/ Reserved</u>	<u>Total Undesignated Fund Balance</u>	<u>% of G/F Next Year Adopt. Budget</u>
2015	4,141,116	448,508	3,692,608	16.1%
2016	4,186,667	361,093	3,825,574	16.4%
2017	4,389,996	411,827	3,978,169	16.5%
2018	4,602,170	381,336	4,220,834	16.7%
2019	4,988,913	409,579	4,579,334	17.7%
2020	5,393,892	367,412	5,026,480	19.2%
2021	5,342,546	282,488	5,060,058	18.8%
2022	3,652,578	241,459	3,411,119	12.0%
2023	4,900,024	292,437	4,607,587	15.4%
2024	(a) 5,025,144	(b) 163,130	4,862,014	16.2%

(a)	2024 Beginning Total Fund Balance	\$	4,900,024
	2024 Applied Fund Balance / Carryovers		-
	2024 Projected Net Unused Expenditures/ Excess Revenue Balance		125,120
	<b>2024 Estimated Ending Total Fund Balance</b>	<b>\$</b>	<b>5,025,144</b>
(b)	2024 Budget - Applied Fund Balance	\$	-
	2024 Anticipated Carryovers to 2024		75,000
	2024 Estimated Nonspendable Funds		40,000
	2024 Budget - Applied Library Carryforward Funds		48,130
	<b>2024 Fund Balance Designated for 2024</b>	<b>\$</b>	<b>163,130</b>

**City of Neenah**  
**General Fund Undesignated Fund Balance as a % of Operating Budget**  
**Budget Years 2015 - 2024**



City of Neenah  
History of General Fund Balances  
Budget Years 2015 - 2024





<b>City of Neenah</b> <b>Fund Balances by Fund</b> <b>Fund Balances by Fund</b> <b>For Years Ended 2019 - 2023</b>
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	*** Year End ***				
Fund	2019	2020	2021	2022	2023
<b>Governmental Funds</b>					
<b>General</b>	\$ 4,988,913	\$ 5,393,892	\$ 5,342,546	\$ 3,652,578	\$ 4,900,024
<b>Special Revenue</b>					
TIF #5	(217,829)	(135,212)	419,744	754,947	-
TIF #6	(332,696)	23,645	522,322	925,438	-
TIF #7	1,475,000	-	-	-	-
TIF #8	(6,605,833)	(7,661,550)	(7,684,049)	(7,648,490)	(5,414,670)
TIF #9	231,432	218,134	23,862	(179,405)	(389,434)
TIF #10	(227,430)	(156,078)	(42,218)	26,730	117,985
TIF #11	(98,653)	(90,826)	(41,072)	47,187	105,485
TIF #12	-	-	-	(44,480)	(2,092)
CDBG	(143,323)	(120,896)	(115,031)	(109,933)	35,822
Housing/Business	537,114	491,974	492,392	447,201	413,209
Industrial Development	106,474	109,134	120,995	87,326	99,767
Recycling	277,496	283,403	318,248	337,840	279,978
Health Grants	78,859	68,859	58,859	58,859	58,859
Park/Rec Trust	355,475	359,216	369,946	403,809	425,520
Dial-A Ride	96,002	123,173	147,362	190,430	230,191
Public Safety Trust	246,491	174,229	174,596	183,471	190,704
Civic/Social Trust	172,453	195,271	185,513	198,685	238,506
Library Trust	1,618,601	1,691,664	1,953,228	1,637,895	1,861,203
Cemetery Perp. Care	1,435,445	1,513,327	1,625,159	1,441,326	1,563,476
Cemetery Flowers	167,577	164,871	161,356	161,414	162,604
G.D. Barnes Cemetary Trust	-	-	-	9,614	9,614
Developer Land Sales (Cash Equivalent)	-	-	51,603	180,942	917,580
Alliant Energy PILOT	-	-	-	247,267	494,533
ARPA (Cash Equivalent)	-	-	2,773,006	4,032,584	-
TIF Affordable Housing	-	-	-	-	858,492
Retained Increment - City Share	-	-	-	-	462,725
<b>Debt Service</b>	7,396,361	8,033,841	8,366,275	8,866,647	9,665,028
<b>Capital Projects (Before Carry Forwards)</b>					
Public Infrastructure	4,075,731	4,021,889	3,822,354	3,889,628	5,067,849
TIF #5	222,164	220,586	-	-	-
TIF #6	94,039	94,039	-	-	-
TIF #7	680,172	656,172	783,299	29,547	-
TIF #8	2,465,588	2,758,058	2,587,768	2,199,750	-
TIF #9	283,957	669,199	678,320	636,137	651,304
TIF #10	451,371	1,139,363	1,124,046	1,142,445	1,136,452
TIF #11	45,144	55,144	423,512	(59,275)	522,220
TIF #12	-	-	-	(19,111)	321,417
Facilities	492,455	920,575	2,149,947	7,152,186	3,050,353
Capital Equipment	909,012	748,969	2,272,292	2,026,171	2,697,894
Equip. Replacement	10,308	7,256	1,884	(504)	4,732
Redevelopment	(907)	916,438	76,615	121,482	160,717
<b>Total Gov't Funds</b>	<b>21,286,963</b>	<b>22,887,759</b>	<b>29,144,679</b>	<b>33,028,338</b>	<b>30,898,047</b>
<b>Internal Service (Net Position)</b>					
Fleet Management	285,139	279,851	273,118	244,490	213,085
Benefit Accrual	1,752,351	2,061,961	2,139,902	2,521,224	3,063,894
Liability Ins. (Current Assets)	83,804	190,332	206,625	210,998	182,580
Information Systems	97,492	88,583	75,869	90,604	145,514
<b>Total Inter. Service Funds</b>	<b>2,218,786</b>	<b>2,620,727</b>	<b>2,695,514</b>	<b>3,067,316</b>	<b>3,605,073</b>
<b>Enterprise (Cash and Cash Equivalents)</b>					
Parking Utility	(120,766)	(94,484)	-	-	-
Sanitary Sewer Utility	2,803,944	2,728,320	2,577,699	3,912,145	4,742,266
Stormwater Utility	2,790,612	2,993,014	3,086,116	2,509,483	3,174,021
Water Utility	8,506,845	9,129,308	8,143,941	7,022,452	10,071,121
<b>Total Enterprise Funds</b>	<b>13,980,635</b>	<b>14,756,158</b>	<b>13,807,756</b>	<b>13,444,080</b>	<b>17,987,408</b>
<b>Grand Total</b>	<b>\$ 37,486,384</b>	<b>\$ 40,264,644</b>	<b>\$ 45,647,949</b>	<b>\$ 49,539,734</b>	<b>\$ 52,490,528</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> Non-Tax Levy Revenues	<b>Submitted by:</b> Vicky K. Rasmussen

**Payments In Lieu of Taxes (PILOT)**

Represents the payment made to the City by the Water Utility in lieu of property taxes. The formula is established by the Public Service Commission based on the Water Utility's depreciated property value and a portion of the total assessed tax rate for 2024 - 2025. **For 2025, that payment is estimated to decrease by 21.0%, or \$243,150.** An expenditure item in a like amount is included in the Water Utility's budget in 2025.

Other PILOT included in the 2025 budget are \$9,900 in payments from other tax-exempt properties (County housing units, Orphan Animal Rescue), and \$13,500 from the Goodwill store based upon a formula to provide a tax equivalent for basic municipal services.

**Other Taxes**

The Room Tax is a 10% tax on all room night revenues generated by hotels, transient rentals (ex. AirBnB ) and motels located in the City. The hotels and motels collect the tax and forward the funds to a Room Tax account with Associated Trust on a quarterly basis. Prior to 2016, the room tax in the City of Neenah was 5% on all room night revenues from hotels and motels. Effective 1/1/16, the room tax increased to 10%. Those funds are distributed as follows: 3% room tax is earmarked for the Fox Cities Convention and Visitor Bureau (CVB), 3% earmarked to fund the Fox Cities Exhibition Center located in downtown Appleton, and 3% room tax pledged to the Community First Champion Center in Grand Chute. The final 1% of the 10% is retained by the City. The City also retains 5% of the funds earmarked to the CVB for administration purposes. **Room tax collection is expected to remain constant at \$100,000 in 2025.**

**State Revenue Sharing and Aid Programs**

State Shared Revenue is a combination of State sales and income taxes returned to the City based on a complex growth/per capita/tax burden formula. State Shared Revenue to the City has declined dramatically since 1983. As part of the 2011 State Budget, Shared Revenue was again dramatically reduced for 2012. After four years of payments remaining flat, the City received a 1% increase in both 2019 and 2020. In 2023 State Legislators passed Act 12, which included a new supplemental Municipal Aid going into effect for 2024. This added approximately \$645,000 of additional aid in 2024. **For 2025, the combined payment will increase by \$44,200, or 2.0%, from 2024.**

Expenditure Restraint Incentive Program (ERIP) is a direct levy reduction payment program based on City expenditure restraint requirements. The ERIP formula is designed to assist communities whose tax rates reflect the cost of providing a full range of municipal services. **For 2025 the City's ERIP payment is remaining at \$512,970.**

Exempt Computer Aid is a State program created to replace "lost" property taxes due to the exemption of business owned computers as of January 1, 1999. Previous to this year, the annual amount was based upon the value of computer equipment reported by City manufacturing and commercial businesses to the Department of Revenue. As part of a recently passed state budget, payments for 2018 and 2019 were based on the 2017 payment increased by a CPI factor. Starting in 2020 and beyond, the State froze the payment at the 2019 level. **The payment remains flat at \$241,210.**

Personal Property Exempt Credit With the 2023 Wisconsin Act 12 legislation, personal property tax was repealed to become effective with property tax assessments as of January 1, 2024. The act exempts most items that had been defined as "personal property" from the personal property tax and reclassifies certain other items as real property for purposes of property taxation. Under the former provisions, both real and personal property was (and is until January 2024) subject to tax unless otherwise exempted by law.

Beginning in 2025, the Act requires the Department of Administration to provide aid to local taxing jurisdictions in an amount equal to the taxes that were levied on items of personal property based on assessments as of January 1, 2023. For the 2025 budget, this aid in the amount of \$411,430 is removed from property tax levy and reclassified as "Personal Property Exempt Credit", this is in addition to the approximately \$81,000 the City received in past years. **With this change in legislation, the payment increased by \$412,970, or 510.5%, over 2024.**

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> Non-Tax Levy Revenues	<b>Submitted by:</b> Vicky K. Rasmussen

**Federal, State, Local Aids**

General Transportation Aids (“GTA”) are received from the State Transportation Trust Fund (gasoline sales taxes and other automotive related fees) for street and highway maintenance. These aids are based on a prescribed cost reimbursement formula. **For 2025, the payment is estimated to increase by 15.1%, or \$200,820**

Also included in this category are estimated Federal and State Mass Transit (bus subsidy) reimbursements and payments related to fire protection. New in 2020 was a state Video Services Provider Aid payment equal to 1% of the City’s Cable TV Franchise Fee Revenue. The 2024 payment was \$59,980. **That payment is projected to remain flat at \$59,980 for 2025.** Per state mandate, the City then is expected to receive the remaining 4% in Cable TV Franchise Fees in from the provider, leaving it as a net neutral 5% of the City’s Cable TV Franchise Fee Revenue.

**Special Financing**

Includes application of surplus resulting from resources being greater than expected and expenditures being less than planned permitting reappropriation of unused taxes. Over the past number of years, the City has been working to reduce its reliance on the use of general fund undesignated fund balance to finance ongoing operations. **This plan contemplates using a maximum of \$300,000 of General Fund reserves to balance the 2025 operating budget.**

**Licenses and Permits**

Represents collections from liquor, pet, cigarette, electrical and other licenses and building, plumbing, heating, boat launching and other permits. In recent years, the landscape of our communities has been transformed by a surge in residential developments. As the demand for housing soars, local governments are witnessing a significant uptick in building permit revenues. **Taken as a whole, license and permit budgeted revenue is expected to increase by \$34,490, or 10.2%, in 2025.**

**Weights and Measures Fees**

Responsibility for the City’s health and sanitation related services were transferred to Winnebago County effective July 1, 2013. As such, fees for health and sanitation services have been removed from the City’s budget. The responsibility for Weights and Measures was transferred to the City’s Community Development and Assessment department in 2013. In 2015, fees were reduced by \$10,000 to reflect the actual cost of providing the service. **For 2025, fees are not estimated to change, remaining at \$26,000.**

**General Government**

Derived from a variety of miscellaneous services provided by administrative offices to private parties. Included are document sales, cable TV franchise fees, room tax fees, planning and zoning related fees, exempt property filing fees and other general revenues. **The City will budget a decrease for these revenue sources in 2025 of \$31,210, or 9.8%.**

**Special Charges**

These revenues are directly related to Public Works operations. They represent those portions of costs of services that are of special benefit to individual properties or property owners and billed accordingly (ex. weed cutting and snow removal). **The 2025 budgeted amount will decrease slightly by \$500.**

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> Non-Tax Levy Revenues	<b>Submitted by:</b> Vicky K. Rasmussen

**Public Library**

The Library generates revenue from lost and damaged items, the sale of beverages and snacks, and photocopy and faxing fees. New in 2024, the Library added a fee for proctoring exams. The Library receives revenue from Winnebago County for county resident use, which will increase by 8.69% in 2025. In 2025, the Library will receive revenue from Outagamie, Calumet, Waushara, Green Lake, Fond du Lac, and Waupaca counties for county resident use. **Library revenues are expected to increase by \$164,860, or 15.8%, for 2025.**

**Public Safety - Police Department**

Receipts are from photocopies of records and photo ID's. Also included is reimbursement from the Neenah Joint School District for the School Resource Officer program, which currently is approximately 56% of the cost of the program. **Overall budgeted revenue is expected to increase by \$6,900, or 3.7%.**

**Government Services**

Charges for services provided by the City Finance, Legal and Human Resources and Safety departments. These services are charged to the Neenah Water, Sewer and Storm Water Utilities, Neenah-Menasha Fire Rescue and Menasha-Neenah Municipal Court. **Due to inflation, the total revenue posted to these accounts is anticipated to increase by \$27,920, or 5.6%, in 2025.**

**Public Works/Sanitation**

Receipts from charges to private parties for services performed, occasional rental of equipment (e.g., tractor and driver) and purchase of materials from the City. Also included are receipts from charges for the occasional special residential garbage collection. The City has completed the implementation plan to fully charge back to small commercial and certain multi-unit residential properties the cost of garbage collection. All metal, paper and corrugate recycling revenues are recorded in the Recycling Special Revenue Fund. **Overall, budgeted revenue is expected to increase by \$2,950, or 2.0%, in 2025.**

**Oak Hill Cemetery**

Burial service fees, sales of lots, chapel rental, reimbursement for the care of veterans' lots and interest earned from Perpetual Care Fund investments. Cemetery *Miscellaneous Revenue* is used to account for net revenue generated from an agreement in which the City would provide services to the adjoining St. Margaret Cemetery. Fees for Cemetery services have remained flat for years. In 2025 the majority of fees will be increased by 5% to account for inflationary costs. **Cemetery revenues are budgeted to increase by \$5,560, or 3.4%, in 2025.**

**Investment Income**

The sustained attractive interest rates over the past year have significantly boosted our investment income, primarily derived from delinquent tax payments, special assessments paid in installments, and the strategic investment of idle cash. This scenario has not only enhanced our financial returns but also provided an opportunity to optimize our investment strategies for greater yield. **Taken as a whole, revenue for investment income in 2025 is budgeted to increase by \$317,200, or 32.8%.**

**Fines and Forfeitures**

Collections for City ordinance violations and other misdemeanors covered by City Code and State Statute collected by Menasha-Neenah Municipal Court. This also includes false alarm fees from residential and commercial security systems. **The City is expecting this revenue to increase by \$2,150, or 2.5% in 2025.**

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> Non-Tax Levy Revenues	<b>Submitted by:</b> Vicky K. Rasmussen

**Property Damage Recovery**

Series of revenue accounts to record the receipt of insurance reimbursements for damage to City property.

**Reimbursements**

This category includes the workers compensation insurance premium refund and employment practices liability insurance premium refund from Cities and Villages Mutual Insurance Company (CVMIC). Also included is the anticipated annual dividend reflecting the City's ownership stake in CVMIC and rebate revenue from the City's P-Card purchasing program. **Total Reimbursement revenue is expected to slightly decrease by \$420, or 0.2% in 2025.**

**Rental**

Revenue from the leasing and rental of real property or building space (e.g., Cecil Street garage, fire station bay, communication towers at the Police Department and recently purchased industrial park land from the Town of Neenah). **The overall revenue in this category is expected to increase by \$13,840, or 14.1%, in 2025.**

**Sale of City Properties**

Casual sales of real estate, equipment and other property no longer used by the City. New in 2016 and beyond is the estimated sale value of all equipment disposed of by all city departments will go to this account. Previously, some departments had applied those funds to reduce the overall cost and borrowing needs of new equipment. Given the uneven nature of revenue generated by the sale of assets, this category will experience significant swings in anticipated revenue on an annual basis. **As such, overall revenue in this category is expected to total \$73,000 in 2025, \$16,000 less than the 2024 budget.**

**Other Revenue**

Miscellaneous general government revenue including photocopy fees and other minor, unclassified revenue.

**Parking Revenue**

Parking revenue is generated by permit sales to businesses, employees, and tenants in the downtown area for access to parking in city lots and the ramp. Additionally, parking fine revenue is generated in the event of non-compliance with city ordinance. Revenues support the cost of maintaining parking lots and the ramp, as well as enforcing parking ordinances. These revenues were in a separate fund in previous years, but has been moved to the general fund, as the fund was not sustaining itself.

**Parks and Recreation**

Participant revenues from the various recreational programs, including rentals of park shelter facilities, fees for various adult and youth recreation programs, Riverside Players ticket sales, pool fees and recreation building revenue. **For all programs and rentals, the total estimated revenue is expected to increase by \$51,360 or 7.4%, over the 2024 budget.**

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> Non-Tax Levy Revenues	<b>Submitted by:</b> Vicky K. Rasmussen

**Interfund Transfers**

Interfund transfers are resources available to the Operating Budget from "other funds" for a variety of purposes. For example, the Housing Fund partially reimburses the General Fund for Community Development salaries incurred on housing programs. The Tax Incremental District Funds reimburse the General Fund for administrative costs and interest obligations for TIF Special Revenue Fund deficits, plus any other advances that have been made.

The transfer from the Sewer Fund Overhead is reimbursement for costs incurred for services provided to the Sanitary Sewer Utility operating budget in accordance with the fee structure adopted in 1991. Similarly, the transfer from the Storm Water Management Fund is reimbursement for services provided to the Storm Water Utility operating budget in accordance with the fee structure adopted in 2003. New in 2023 was a transfer of borrowed funds in the amount of \$250,000 from the Streets (65%), Sanitary Sewer (25%) and Storm Water (10%) CIP budgets to cover the costs of engineering services provided to annual construction projects, which would otherwise be contracted outside the City if not for internal staff performing the work.

From 2022 to 2024, annually \$1.3 million of ARPA funds were used to supplant transfers from various other City funds. Funds include Benefit Accrual, Information Systems, Parking, Cemetery Perpetual Care, Dial-A-Ride, Compost, Industrial Development, Recycling, Preparedness Grant, Alliant Energy PILOT, and Developer Land Sales. While one-time ARPA dollars were used to finance Public Safety costs in the City's general fund, deferring transfers from these funds allowed their balances to grow and be available at the end of the three-year period and beyond to fund City operations into the future. ARPA funding guidance allowed municipalities to use dollars "for the provision of government services" under the Lost Revenue provision of the law. In the 2025 budget, the transfers from various other City funds resumed due to the ARPA funds ending. **Overall, fund transfers for 2025 are budgeted to decrease by \$514,730, or 13.0%, from the 2024 budgeted amount.**

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE SUMMARY**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
Property Taxes	14,619,684	14,766,830	14,766,836	14,766,840	14,355,410	14,972,760	205,930
Payment in lieu	902,089	1,179,550	21,405	971,410	938,400	938,400	(241,150)
Other Taxes	86,761	100,000	40,088	88,090	100,000	100,000	0
State Revenues	2,377,529	3,114,260	1,229,467	3,115,810	3,571,430	3,571,430	457,170
State & Federal Aids	1,676,302	1,862,330	1,342,412	1,889,600	2,059,350	2,059,350	197,020
Winnebago County	3,035	0	4,394	4,400	0	0	0
License Revenue	79,082	63,610	66,461	70,260	73,320	73,320	9,710
Permits Revenue	307,167	273,640	318,318	330,650	277,420	298,420	24,780
Weights & Measures Fees	26,245	26,000	24,773	26,000	26,000	26,000	0
General Gov't Revenues	279,815	319,210	163,102	285,880	288,000	288,000	(31,210)
Special Charges	2,870	7,000	5,645	5,650	6,500	6,500	(500)
Public Library	945,428	1,040,770	997,416	997,940	1,205,630	1,205,630	164,860
Police Revenue	187,582	185,250	80,864	185,050	192,150	192,150	6,900
General Gov't Services	448,120	502,240	377,713	502,240	530,160	530,160	27,920
Public Works	140,809	144,550	120,751	148,170	147,500	147,500	2,950
Oak Hill Cemetery Revenue	162,101	165,610	145,626	172,550	164,150	171,170	5,560
Investment Income	1,898,290	966,200	970,533	1,280,690	1,283,400	1,283,400	317,200
Fines & Forfeitures	76,185	85,000	64,153	82,210	87,150	87,150	2,150
Property Damage Recovery	27,346	5,000	3,489	11,000	5,000	5,000	0
Reimbursements	141,107	149,910	51,443	142,430	149,490	149,490	(420)
Lease/Rental Revenue	61,511	98,350	80,262	112,750	112,190	112,190	13,840
Sale of City Properties	48,362	89,000	64,010	67,000	73,000	73,000	(16,000)
Other Revenue	1,555	1,200	883	1,200	1,240	1,240	40
Parking	0	0	0	0	217,400	217,400	217,400
Community Fest	19,360	17,500	20,380	20,380	19,000	19,500	2,000
General Receipts	(14,043)	(13,460)	(14,451)	(13,720)	(13,750)	(13,750)	(290)
Adult Program Revenue	6,575	7,520	8,792	9,310	9,100	9,800	2,280
Contracted Progrm Revenue	76,649	67,000	76,639	76,640	69,500	70,500	3,500
Municipal Pool Revenue	226,435	232,350	233,874	234,370	240,550	247,550	15,200
Youth Program Revenue	222,898	223,700	233,530	235,510	238,190	241,190	17,490
Other Park & Rec Revenue	1,948	1,930	1,825	1,980	1,950	2,100	170
Riverside Players	36,462	34,500	15,214	15,220	39,000	41,000	6,500
Parks Revenue	129,295	119,420	120,109	127,520	118,180	123,930	4,510
Fund Transfers	4,507,612	3,959,760	3,129,952	4,150,950	3,445,030	3,445,030	(514,730)
<b>TOTAL REVENUES BEFORE</b>							
<b>APPLICATION OF FUND BALANCE</b>	<b>29,712,166</b>	<b>29,795,730</b>	<b>24,765,908</b>	<b>30,115,980</b>	<b>30,031,040</b>	<b>30,696,510</b>	<b>900,780</b>
APPLICATION OF FUND BALANCE	0	193,360	0	0	0	300,000	106,640
<b>TOTAL REVENUES</b>	<b>29,712,166</b>	<b>29,989,090</b>	<b>24,765,908</b>	<b>30,115,980</b>	<b>30,031,040</b>	<b>30,996,510</b>	<b>1,007,420</b>
					<b>Percent Budget Change</b>		<b>3.36%</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>PROPERTY TAXES</u></b>							
Property Taxes	14,619,684	14,766,830	14,766,836	14,766,840	14,355,410	14,972,760	
<b>PROPERTY TAXES</b>	<b>14,619,684</b>	<b>14,766,830</b>	<b>14,766,836</b>	<b>14,766,840</b>	<b>14,355,410</b>	<b>14,972,760</b>	<b>205,930</b>
<b><u>PAYMENTS IN LIEU OF TAXES</u></b>							
Water Utility	880,142	1,158,150	0	950,000	915,000	915,000	
Winnebago County Housing	10,507	10,000	8,078	8,080	9,500	9,500	
Orphan Animal Rescue	400	400	400	400	400	400	
Goodwill	11,040	11,000	12,928	12,930	13,500	13,500	
<b>PAYMENTS IN LIEU OF TAXES</b>	<b>902,089</b>	<b>1,179,550</b>	<b>21,406</b>	<b>971,410</b>	<b>938,400</b>	<b>938,400</b>	<b>(241,150)</b>
<b><u>OTHER TAXES</u></b>							
Hotel Room Tax Direct	86,761	100,000	40,088	88,090	100,000	100,000	
<b>OTHER TAXES</b>	<b>86,761</b>	<b>100,000</b>	<b>40,088</b>	<b>88,090</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>
<b><u>STATE SHARED REVENUES</u></b>							
State Shared Revenue	1,576,863	2,219,210	332,881	2,219,210	2,263,410	2,263,410	
Expend Restraint Program	509,225	512,970	512,967	512,970	512,970	512,970	
Computer Exempt Credit	150,575	241,210	241,204	241,210	241,210	241,210	
Per Prop Exempt Credit	80,889	80,890	82,438	82,440	493,860	493,860	
Video Serv Provider Aid	59,977	59,980	59,977	59,980	59,980	59,980	
<b>STATE SHARED REVENUES</b>	<b>2,377,529</b>	<b>3,114,260</b>	<b>1,229,467</b>	<b>3,115,810</b>	<b>3,571,430</b>	<b>3,571,430</b>	<b>457,170</b>
<b><u>STATE &amp; FEDERAL AIDS</u></b>							
Mass Transit Subsidy	361,450	424,760	212,321	424,760	405,060	405,060	
Highway Maintenance Aids	1,204,732	1,327,570	1,004,199	1,338,940	1,528,390	1,528,390	
Fire Protect Ins Prem Ref	110,120	110,000	125,892	125,900	125,900	125,900	
<b>STATE &amp; FEDERAL AIDS</b>	<b>1,676,302</b>	<b>1,862,330</b>	<b>1,342,412</b>	<b>1,889,600</b>	<b>2,059,350</b>	<b>2,059,350</b>	<b>197,020</b>
<b><u>WINNEBAGO COUNTY</u></b>							
Ag. Use Conversion Charge	3,035	0	4,394	4,400	0	0	
<b>WINNEBAGO COUNTY</b>	<b>3,035</b>	<b>0</b>	<b>4,394</b>	<b>4,400</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>LICENSE REVENUE</u></b>							
Liquor and Bev License	34,995	23,000	26,659	27,000	29,500	29,500	
Operator License	10,205	8,000	9,410	9,410	10,000	10,000	
Cigarette License	2,750	2,700	2,887	3,000	2,900	2,900	
Pet License	13,184	12,000	9,162	12,450	12,800	12,800	
Amusement Device License	17,250	16,580	16,575	16,580	17,000	17,000	
Rooming House License	100	50	0	0	0	0	
Honey Bee License	0	30	0	0	0	0	
Tourist House License	0	250	100	120	120	120	
Miscellaneous License	598	1,000	1,668	1,700	1,000	1,000	
<b>LICENSE REVENUE</b>	<b>79,082</b>	<b>63,610</b>	<b>66,461</b>	<b>70,260</b>	<b>73,320</b>	<b>73,320</b>	<b>9,710</b>
<b><u>PERMITS REVENUE</u></b>							
Building Permits	153,788	125,180	177,569	178,000	129,000	150,000	
Electrical Permits	41,030	43,190	39,993	45,000	44,000	44,000	
Plumbing Permits	39,538	38,250	37,256	39,000	39,000	39,000	
Parking Lot Const. Permit	1,400	1,500	2,000	2,200	1,600	1,600	
Heating Permits	50,772	42,000	39,807	43,000	41,000	41,000	
Home Occupation Permits	0	50	0	50	50	50	
Dance Permit	125	150	177	200	150	150	
Street Use Permit	600	1,000	625	630	700	700	
Sprinkler Permits	1,275	1,000	500	880	1,000	1,000	
Fire Pit Permit	16,966	19,000	16,966	17,100	18,000	18,000	
Hotel & Motel Permits	120	120	120	120	120	120	
E-Plan Fees	1,193	1,200	2,664	3,670	2,000	2,000	
All Other Permits	360	1,000	641	800	800	800	
<b>PERMITS REVENUE</b>	<b>307,167</b>	<b>273,640</b>	<b>318,318</b>	<b>330,650</b>	<b>277,420</b>	<b>298,420</b>	<b>24,780</b>



**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>WEIGHTS AND MEASURES FEES</u></b>							
License Fees	26,245	26,000	24,773	26,000	26,000	26,000	
<b>WEIGHTS AND MEASURES FEES</b>	<b>26,245</b>	<b>26,000</b>	<b>24,773</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>0</b>
<b><u>GENERAL GOVERNMENT REVENUES</u></b>							
Special Use Fees	800	1,200	0	800	1,200	1,200	
Board of Appeals	250	500	0	250	500	500	
Rezoning Deposits	925	1,600	0	400	1,600	1,600	
Publication Fees	1,300	1,500	1,329	2,000	2,000	2,000	
Real Property Status Fees	20,580	25,000	18,140	20,000	20,000	20,000	
Cable TV Franchise Fee	224,109	256,810	108,585	218,250	224,800	224,800	
Com Devel Document Sales	860	300	535	600	300	300	
Site Plan Review Fee	2,781	1,800	2,781	5,790	2,500	2,500	
Plat Review Fees/Annex	7,160	1,200	4,870	4,870	1,200	1,200	
Project Plan Review Fees	600	900	400	400	800	800	
Comp Plan/Map Amend	400	800	0	0	400	400	
Property Record Maint Fee	12,950	12,000	11,350	12,000	12,000	12,000	
Code Enforce Reinspect	7,100	15,000	9,600	15,000	15,000	15,000	
Exempt Prop Filing Fees	0	600	700	700	700	700	
Dev Agreement Admin	0	0	4,812	4,820	5,000	5,000	
<b>GENERAL GOV'T REVENUES</b>	<b>279,815</b>	<b>319,210</b>	<b>163,102</b>	<b>285,880</b>	<b>288,000</b>	<b>288,000</b>	<b>(31,210)</b>
<b><u>SPECIAL CHARGES</u></b>							
Snow Removal Charges	315	3,000	840	840	2,500	2,500	
Weed Cutting Charges	2,555	4,000	4,805	4,810	4,000	4,000	
<b>SPECIAL CHARGES</b>	<b>2,870</b>	<b>7,000</b>	<b>5,645</b>	<b>5,650</b>	<b>6,500</b>	<b>6,500</b>	<b>(500)</b>
<b><u>PUBLIC LIBRARY</u></b>							
Library Receipts	74	200	177	180	100	100	
Coffee Sales	126	200	295	300	250	250	
Bottled Beverages/Snacks	3,149	2,000	3,547	3,550	2,000	2,000	
Copier/Printer Fees	9,967	10,000	10,176	10,180	8,000	8,000	
Lost/Damaged Materials	7,002	4,000	6,227	6,500	4,000	4,000	
Insurance Recoveries	0	0	743	750	0	0	
Exam Proctoring	0	0	0	0	400	400	
P-Card Rebate	5,958	3,400	3,206	3,400	3,400	3,400	
Winnebago County	885,449	940,340	940,336	940,340	1,022,080	1,022,080	
Calumet County	29,598	24,420	24,413	24,420	21,190	21,190	
Fond Du Lac County	2,047	1,860	1,858	1,860	1,700	1,700	
Waushara County	824	950	946	950	2,070	2,070	
Green Lake County	95	300	302	310	20	20	
Waupaca County	0	4,070	4,072	4,080	3,020	3,020	
Outagamie County	0	0	0	0	136,500	136,500	
Collection Fee Charges	1,139	900	1,120	1,120	900	900	
Appl Carryover Balance	0	48,130	0	0	0	0	
<b>PUBLIC LIBRARY</b>	<b>945,428</b>	<b>1,040,770</b>	<b>997,418</b>	<b>997,940</b>	<b>1,205,630</b>	<b>1,205,630</b>	<b>164,860</b>
<b><u>PUBLIC SAFETY REVENUE</u></b>							
Police Sundry Revenues	59	250	29	50	150	150	
Sch Dist Liaison Program	187,523	185,000	80,834	185,000	192,000	192,000	
<b>PUBLIC SAFETY REVENUE</b>	<b>187,582</b>	<b>185,250</b>	<b>80,863</b>	<b>185,050</b>	<b>192,150</b>	<b>192,150</b>	<b>6,900</b>
<b><u>GENERAL GOV'T SERVICES</u></b>							
Utility Billing/Finance	215,820	221,510	166,133	221,510	239,500	239,500	
Water Utility/Finance Ser	72,550	76,330	57,248	76,330	79,620	79,620	
Water Utility/HR & Safety	21,760	22,530	16,898	22,530	23,280	23,280	
Water Utility/Legal &Adm.	31,380	32,480	24,360	32,480	33,560	33,560	
Joint Fire/Finance Ser	27,750	28,750	21,563	28,750	29,700	29,700	
Joint Fire/HR & Safety	70,000	72,450	54,338	72,450	74,850	74,850	
Joint Fire/Fiber Lease	4,870	5,100	3,825	5,100	5,120	5,120	
GIS/Sanitary Sewer	0	7,500	5,625	7,500	7,750	7,750	
GIS/Storm Water Utility	0	15,800	11,850	15,800	16,330	16,330	
GIS/Water Utility	0	1,760	1,320	1,760	1,820	1,820	
GIS/Joint Fire Rescue	0	13,900	10,425	13,900	14,360	14,360	
Muni Ct Bldg use/Menasha	3,990	4,130	4,130	4,130	4,270	4,270	
<b>GENERAL GOV'T SERVICES</b>	<b>448,120</b>	<b>502,240</b>	<b>377,715</b>	<b>502,240</b>	<b>530,160</b>	<b>530,160</b>	<b>27,920</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>STREET &amp; HIGHWAY REVENUE</u></b>							
Misc Equipment Rental	1,363	1,000	0	1,000	1,000	1,000	
Misc Service Revenue	32,645	25,000	19,917	20,000	25,000	25,000	
Other S & H Receipts	0	500	357	360	500	500	
Recoveries fm Damaged Prp	6,285	8,000	122	5,000	8,000	8,000	
Sale of City Materials	0	50	1,000	1,000	1,000	1,000	
Street Excavation Charges	22,015	30,000	38,922	38,930	30,000	30,000	
Special Garbage Collectn	5,090	2,500	3,225	3,230	2,500	2,500	
Commercial Dumpsters	65,951	70,000	48,560	70,000	71,000	71,000	
Additional Cart Fee	7,460	7,500	8,648	8,650	8,500	8,500	
<b>STREET &amp; HIGHWAY REVENUE</b>	<b>140,809</b>	<b>144,550</b>	<b>120,751</b>	<b>148,170</b>	<b>147,500</b>	<b>147,500</b>	<b>2,950</b>
<b><u>OAK HILL CEMETERY REVENUE</u></b>							
Cemetery Misc. Revenue	18,005	20,400	12,075	16,000	20,400	21,420	
Lot Sale Revenue	50,846	48,960	65,268	65,270	50,000	52,500	
Transfer fm Perp Care-Int	26,128	25,500	12,016	24,000	24,000	24,000	
Grave Openings	53,195	54,470	42,985	53,700	54,470	57,200	
Foundation/Marker Charges	13,927	14,280	13,072	13,080	14,280	15,000	
Chapel Rental Fee	0	2,000	210	500	1,000	1,050	
<b>OAK HILL CEMETERY REVENUE</b>	<b>162,101</b>	<b>165,610</b>	<b>145,626</b>	<b>172,550</b>	<b>164,150</b>	<b>171,170</b>	<b>5,560</b>
<b><u>INTEREST INCOME</u></b>							
Interest on Investments	1,229,241	850,000	756,050	1,000,000	969,760	969,760	
Interest on Taxes	32,003	42,000	32,300	32,300	44,300	44,300	
Interest on Market Apprec	528,758	0	137,336	180,020	200,000	200,000	
Interest Revl Fund Assmts	18,155	19,000	12,808	13,360	19,000	19,000	
Personal Property I	0	200	5	10	0	0	
Lease Interest	36,268	0	0	0	0	0	
Water Utility Loan	53,865	55,000	32,034	55,000	50,340	50,340	
<b>INTEREST INCOME</b>	<b>1,898,290</b>	<b>966,200</b>	<b>970,533</b>	<b>1,280,690</b>	<b>1,283,400</b>	<b>1,283,400</b>	<b>317,200</b>
<b><u>FINES &amp; FORFEITURES</u></b>							
Neenah Court Bonds/Fines	1,125	4,000	1,416	2,210	2,150	2,150	
Municipal Courts Fines	61,835	80,000	58,562	75,000	80,000	80,000	
False Alarms	13,225	1,000	4,175	5,000	5,000	5,000	
<b>FINE &amp; FORFEITURES</b>	<b>76,185</b>	<b>85,000</b>	<b>64,153</b>	<b>82,210</b>	<b>87,150</b>	<b>87,150</b>	<b>2,150</b>
<b><u>PROPERTY DAMAGE RECOVERY</u></b>							
City Hall	12,167	0	0	0	0	0	
Police	15,179	0	3,489	6,000	0	0	
Public Works	0	5,000	0	5,000	5,000	5,000	
<b>PROPERTY DAMAGE RECOVERY</b>	<b>27,346</b>	<b>5,000</b>	<b>3,489</b>	<b>11,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
<b><u>REIMBURSEMENTS</u></b>							
Workers Compensation	58,740	71,000	0	60,000	71,000	71,000	
Emp Practices Liab Ins.	0	2,500	0	0	0	0	
Local Governments	1,200	1,200	1,200	1,200	1,200	1,200	
CVMIC Liability Dividend	28,384	25,210	25,221	25,230	25,290	25,290	
P-Card Rebate	52,783	50,000	25,022	56,000	52,000	52,000	
<b>REIMBURSEMENTS</b>	<b>141,107</b>	<b>149,910</b>	<b>51,443</b>	<b>142,430</b>	<b>149,490</b>	<b>149,490</b>	<b>(420)</b>
<b><u>LEASE/RENTAL REVENUE</u></b>							
Adm Bld Water Utility	11,780	12,140	9,105	12,140	12,540	12,540	
City Garage Rentals	5,148	5,140	3,700	5,140	5,140	5,140	
Communication Tower Rent	39,182	75,600	62,117	89,710	89,710	89,710	
Dumpster Rental Agreement	1,920	1,800	2,680	2,680	1,800	1,800	
Parking Ramp	0	0	0	0	500	500	
Harrison St. Warehouse	0	370	0	0	0	0	
Bird Scooters	981	800	577	580	0	0	
Lamar	2,500	2,500	2,083	2,500	2,500	2,500	
<b>LEASE/RENTAL REVENUE</b>	<b>61,511</b>	<b>98,350</b>	<b>80,262</b>	<b>112,750</b>	<b>112,190</b>	<b>112,190</b>	<b>13,840</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>SALE OF CITY PROPERTIES</u></b>							
Police	25,560	39,000	3,060	5,000	20,000	20,000	
Public Works	14,000	50,000	59,400	60,000	51,000	51,000	
Park & Rec.	0	0	1,550	2,000	2,000	2,000	
Comm. Dev.	8,802	0	0	0	0	0	
<b>SALE OF CITY PROPERTIES</b>	<b>48,362</b>	<b>89,000</b>	<b>64,010</b>	<b>67,000</b>	<b>73,000</b>	<b>73,000</b>	<b>(16,000)</b>
<b><u>OTHER REVENUE</u></b>							
Commercial Dumpsters	297	200	89	200	240	240	
Miscellaneous Revenue	1,258	1,000	795	1,000	1,000	1,000	
<b>OTHER REVENUE</b>	<b>1,555</b>	<b>1,200</b>	<b>884</b>	<b>1,200</b>	<b>1,240</b>	<b>1,240</b>	<b>40</b>
<b><u>PARKING</u></b>							
Permits-Blue Lot	0	0	0	0	12,500	12,500	
Permits-Red / Silver Lots	0	0	0	0	75,500	75,500	
Permits-Green Ramp	0	0	0	0	20,000	20,000	
Orange Lot	0	0	0	0	4,000	4,000	
Alta	0	0	0	0	36,350	36,350	
Plexus	0	0	0	0	26,000	26,000	
Constr. Daily Permits	0	0	0	0	1,000	1,000	
Parking Fine Revenue	0	0	0	0	50,000	50,000	
Sales Tax	0	0	0	0	(8,000)	(8,000)	
Sales Tax-Refund	0	0	0	0	50	50	
<b>PARKING</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>217,400</b>	<b>217,400</b>	<b>217,400</b>
<b><u>OTHER SPEC EVENTS-COMMUNITYFEST</u></b>							
Vendor Fees	4,360	3,500	5,380	5,380	4,000	4,500	
Contributions	15,000	14,000	15,000	15,000	15,000	15,000	
<b>OTHER SPEC EVENTS-COM. FEST</b>	<b>19,360</b>	<b>17,500</b>	<b>20,380</b>	<b>20,380</b>	<b>19,000</b>	<b>19,500</b>	<b>2,000</b>
<b><u>GENERAL RECEIPTS-PARKS/REC</u></b>							
Sun Shine Program	1,447	750	0	750	800	800	
Work Permits	670	1,500	0	0	0	0	
Work Permit State Payment	(653)	(1,600)	(280)	(280)	0	0	
Miscellaneous	250	300	350	400	350	350	
Sales Tax Collections	(15,870)	(14,500)	(14,627)	(14,700)	(15,000)	(15,000)	
Sales Tax	113	90	126	130	100	100	
Boat Stall Key Deposit	0	0	(20)	(20)	0	0	
<b>GENERAL RECEIPTS-PARKS/REC</b>	<b>(14,043)</b>	<b>(13,460)</b>	<b>(14,451)</b>	<b>(13,720)</b>	<b>(13,750)</b>	<b>(13,750)</b>	<b>(290)</b>
<b><u>ADULT PROGRAM REVENUE</u></b>							
Open Gym	75	500	0	0	0	0	
Tennis Instruction	1,820	1,820	1,603	1,610	1,600	1,600	
Pickleball	4,680	5,200	7,189	7,700	7,500	8,200	
<b>ADULT PROGRAM REVENUE</b>	<b>6,575</b>	<b>7,520</b>	<b>8,792</b>	<b>9,310</b>	<b>9,100</b>	<b>9,800</b>	<b>2,280</b>
<b><u>CONTRACTED PROGRAM REVENUE</u></b>							
Special Events	507	0	180	180	500	500	
Fitness	16,928	15,000	18,010	18,010	15,000	15,000	
Sports Clinics	16,720	15,000	14,210	14,210	15,000	15,000	
Contracted Youth Programs	42,494	37,000	44,239	44,240	39,000	40,000	
<b>CONTRACTED PROGRAM REVENUE</b>	<b>76,649</b>	<b>67,000</b>	<b>76,639</b>	<b>76,640</b>	<b>69,500</b>	<b>70,500</b>	<b>3,500</b>
<b><u>POOL &amp; REC BLDG REVENUE</u></b>							
Special Events	0	1,200	3,500	3,500	3,000	4,500	
Taxable Concessions	54,614	52,000	53,154	53,360	54,000	54,000	
Pool-Daily Receipts	66,913	72,500	75,551	75,820	75,000	76,500	
Pool-Season Pass Receipts	57,719	58,500	50,234	50,240	58,500	58,500	
Swim Lessons Receipts	47,535	48,000	51,134	51,140	50,000	54,000	
Locker Rental	80	150	82	90	50	50	
Over/Short	(426)	0	219	220	0	0	
<b>POOL &amp; REC BLDG REVENUE</b>	<b>226,435</b>	<b>232,350</b>	<b>233,874</b>	<b>234,370</b>	<b>240,550</b>	<b>247,550</b>	<b>15,200</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

<b>ACCOUNT DESCRIPTION</b>	<b>2023 ACTUAL</b>	<b>2024 BUDGET</b>	<b>2024 YTD (9 MONTHS)</b>	<b>2024 ESTIMATE</b>	<b>2025 DEPT REQUEST</b>	<b>2025 PROPOSED</b>	<b>BUDGET CHANGE</b>
<b><u>YOUTH PROGRAM REVENUE</u></b>							
Archery	1,598	1,800	2,415	2,420	2,390	2,390	
Operation Recreation	116,636	118,000	126,894	126,900	129,000	129,000	
Adventure	8,255	9,000	8,568	8,940	9,000	9,000	
Filthy Fun Kids Run	7,917	6,000	5,593	5,600	6,000	6,000	
Special Events	13,342	12,300	12,784	12,790	11,000	11,000	
Tennis	13,424	14,000	14,510	14,510	14,500	17,500	
Tennis-Accelerated	1,320	1,400	1,512	1,520	1,500	1,500	
Tot Lot	3,075	3,300	3,486	3,490	3,500	3,500	
TOT Sports	3,597	3,700	2,738	2,740	2,900	2,900	
Children's Playtime	15,408	13,600	11,444	13,000	13,600	13,600	
Start Smart	1,288	1,000	1,772	1,780	1,200	1,200	
Sport Explorers	1,518	1,600	1,258	1,260	1,600	1,600	
Op Rec Jr.	35,520	38,000	40,556	40,560	42,000	42,000	
<b>YOUTH PROGRAM REV</b>	<b>222,898</b>	<b>223,700</b>	<b>233,530</b>	<b>235,510</b>	<b>238,190</b>	<b>241,190</b>	<b>17,490</b>
<b><u>OTHER PARKS &amp; REC REVENUE</u></b>							
Doty Cabin	463	380	575	580	400	450	
Ice-Rink Taxable Concess	0	50	0	0	50	50	
Community Band	1,485	1,500	1,250	1,400	1,500	1,600	
<b>OTHER PARKS &amp; REC REVENUE</b>	<b>1,948</b>	<b>1,930</b>	<b>1,825</b>	<b>1,980</b>	<b>1,950</b>	<b>2,100</b>	<b>170</b>
<b><u>RIVERSIDE PLAYERS</u></b>							
Riverside Tickets	32,480	30,000	10,818	10,820	33,000	33,000	
Other Revenues	1,700	2,000	3,550	3,550	4,000	6,000	
Taxable Concessions	2,282	2,500	846	850	2,000	2,000	
<b>RIVERSIDE PLAYERS</b>	<b>36,462</b>	<b>34,500</b>	<b>15,214</b>	<b>15,220</b>	<b>39,000</b>	<b>41,000</b>	<b>6,500</b>
<b><u>PARKS REVENUE</u></b>							
Rentals - Picnic Kits	22	0	0	0	0	0	
Facility Leases	22,132	21,500	20,088	21,000	22,000	22,000	
Facility User Fees	2,725	2,000	2,315	2,320	2,100	2,100	
Rentals - Green Park	1,046	1,100	305	500	500	500	
Rentals - Memorial Park	8,802	6,500	7,860	7,860	7,000	7,500	
Rentals - Gazebo	310	600	480	480	400	400	
Rentals - Riverside Park	4,252	4,000	4,589	4,590	4,200	4,200	
Rentals - Washington Park	6,840	6,500	4,865	6,600	6,500	6,500	
Rentals -Whiting Boathse	31,025	28,000	34,335	34,340	28,500	32,500	
Rentals - Southview Park	25	40	0	0	0	0	
Rentals -Memorial Pk Open	485	300	278	300	300	300	
Rental-Shattuck BoatStall	10,069	10,000	7,910	7,910	7,000	8,000	
Rentals - Doty Park	1,720	1,250	1,620	1,620	1,250	1,500	
Rental - Great Northern	475	350	695	700	430	430	
Rentals-Memorial LG Room	13,757	12,000	13,687	13,690	13,000	13,000	
Rental-Memorial SM Room	420	250	440	440	400	400	
Herb & Dolly Smith Park	25	30	165	170	100	100	
Boat Launch User Fees	23,551	24,000	19,526	24,000	23,500	23,500	
Boat Wash Fees	1,614	1,000	952	1,000	1,000	1,000	
<b>PARKS REVENUE</b>	<b>129,295</b>	<b>119,420</b>	<b>120,110</b>	<b>127,520</b>	<b>118,180</b>	<b>123,930</b>	<b>4,510</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
REVENUE DETAIL**

ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>FUND TRANSFERS</b>							
ARPA	1,703,970	1,396,020	1,047,015	1,396,020	0	0	
CIP Projects-Engineering	250,000	250,000	187,500	250,000	250,000	250,000	
GIS	0	0	17,128	17,230	0	0	
Benefit Accrual Fund	0	0	0	0	350,000	350,000	
Information Systems	0	0	0	0	25,000	25,000	
Sewer Fd Maintenance	372,750	387,770	290,828	387,770	0	0	
Sewer Fd Admin	648,560	674,700	506,025	674,700	705,070	705,070	
Storm Water Management	503,750	524,050	393,038	524,050	547,640	547,640	
Cemetery Perp Care	0	0	0	0	8,000	8,000	
Dial-A-Ride	0	0	0	0	8,000	8,000	
Transfer from Compost	0	0	0	0	5,000	5,000	
Industrial Devel Fund	0	0	0	0	10,000	10,000	
TIF #11	44,520	46,780	35,085	46,780	49,120	49,120	
Transfer from TIF #12	44,520	46,780	35,085	46,780	49,120	49,120	
Transfer from TIF #13	0	46,780	35,085	46,780	49,120	49,120	
TIF #13 Interest	0	0	16,197	16,200	0	0	
Transfer from TIF #14	0	0	0	0	49,120	49,120	
TIF #5 Administrative Chg	89,040	0	0	0	0	0	
TIF #6 Administrative Chg	66,780	0	0	0	0	0	
Transfer From TIF # 7	133,560	140,320	105,240	140,320	147,360	147,360	
TIF #8 Administrative Chg	133,560	140,320	105,240	140,320	147,360	147,360	
TIF #8 Interest	293,420	75,000	180,947	230,000	59,700	59,700	
TIF #9 Administrative Chg	89,060	116,960	87,720	116,960	122,800	122,800	
TIF # 10	44,520	46,780	35,085	46,780	49,120	49,120	
Recycling Fund	0	0	0	0	35,000	35,000	
Housing Fund	35,000	35,000	26,250	35,000	35,000	35,000	
CDBG Funds	37,497	30,000	20,287	28,260	40,000	40,000	
Joint Municipal Court	17,105	2,500	6,198	7,000	3,500	3,500	
Alliant Energy PILOT Fund	0	0	0	0	300,000	300,000	
Excess TIF Increment	0	0	0	0	100,000	100,000	
Developer Land Sales Fund	0	0	0	0	300,000	300,000	
<b>FUND TRANSFERS</b>	<b>4,507,612</b>	<b>3,959,760</b>	<b>3,129,953</b>	<b>4,150,950</b>	<b>3,445,030</b>	<b>3,445,030</b>	<b>(514,730)</b>
<b>TOTAL REVENUES BEFORE</b>							
<b>APPLICATION OF FUND BALANCE</b>	<b>29,712,166</b>	<b>29,795,730</b>	<b>24,765,915</b>	<b>30,115,980</b>	<b>30,031,040</b>	<b>30,696,510</b>	<b>900,780</b>
UNASSIGNED FUND BALANCE	0	185,000	0	0	0	300,000	
ASSIGNED FUND BALANCE	0	8,360	0	0	0	0	
<b>APPLICATION OF FUND BALANCE</b>	<b>0</b>	<b>193,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>106,640</b>
<b>TOTAL REVENUES</b>	<b>29,712,166</b>	<b>29,989,090</b>	<b>24,765,915</b>	<b>30,115,980</b>	<b>30,031,040</b>	<b>30,996,510</b>	<b>1,007,420</b>
					<b>Percent Budget Change</b>		<b>3.36%</b>

## FEES FOR SERVICES SCHEDULE

Res. No. 7185 adopted April 5, 2006 effective with the new Code of Ordinances of the City of Neenah, May 1, 2006.  
This document contains updated fee information through December 6, 2023, Resolution No. 2023-19:

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
<b>GENERAL FEES</b>				
Notary Service	No Charge		§137.01(9)	Res. No. 7170
Copies/Open Records Requests	2¢ per page		§19.35(3)	Res. No. 7170
Digital to Physical Record/Other Media	Actual Cost	Materials/Reproduction	§19.35(3)(a)	Res. No. 7170
Maps	Actual Cost of Reproduction		§19.35(3)(a)	Res. No. 7170
Mail & Shipping of Records Request	Actual Cost of Mailing		§19.35(3)(d)	Res. No. 7170
Prepayment of Records Request	Cost of reproduction	Only if total charge exceeds \$5	§19.35(3)(f)	Res. No. 7170
Cost to Locate Records	\$25.00/hr	If locate cost exceeds \$50	§19.35(3)(c)	Res. No. 7170
<b>CLERK</b>				
<b>LICENSES</b>				
<b>Liquor</b>				
Class A Malt	\$250	Annual – expires 6/30 (pro-rated)	§125.25(4)	Ord. No. 1234
Class A Liquor	\$400	Annual – expires 6/30 (pro-rated)	§125.51(2)(d)	Ord. No. 1234
Class B Malt	\$100	Annual – expires 6/30 (pro-rated)	§125.26(4)	Ord. No. 1234
Class B Liquor	\$400	Annual – expires 6/30 (pro-rated)	§125.51(3)(e)	Ord. No. 1234
Reserve Class B	\$10,000	One time Initial fee (plus annual Class B fee)	§125.51(3)(e)(2)	Ord. No. 1234
Class B (wine only) Winery	\$350	Annual – expires 6/30 (pro-rated)	§125.51	Res. No. 2015-34
Class C Wine	\$100	Annual – expires 6/30 (pro-rated)	§125.51	Ord. No. 1234
Provisional Class B	\$15	One time fee	§125.185(3)	Ord. No. 1234
Temp Class B (Picnic)	\$10	Per event	§125.51(10)	Ord. No. 1234
Temporary Extension of Licensed Premise	\$10	Per Day	§125.10	Ord. No. 2019-15 Code Sec. 4-106 Res. No. 2019-15
Publication Fee-renewal	\$22	Annual due 4/15	§125.04(3)(g)	-----
Publication Fee-new app	\$65	Initial – due upon application	§125.04(3)(g)	Res. No. 7309
Change of Agent	\$10	Due upon application	§125.04(6)(b)	-----
Late Fee – April 15 filing deadline for renewals expiring 6/30	\$50	Per Year		Res. No. 2019-17 Code Sec. 4-65(m)
Late Fee – beginning <b>June 15</b> filing deadline for renewals expiring 6/30	\$20	Per Day		Res. No. 2019-17 Code Sec. 4-65(f)
Beverage Operator	\$60	Two year license – expires 6/30 Includes fee for picture	§125.17(1)	Ord. No. 1234 Ord. No. 1345 increase to \$60 effective 1/1/2007
Duplicate Beverage Operator	\$10	Per license	§125.17	-----
Temporary Beverage Operator	\$10	Per event	§125.17(4)	Ord. No. 1234
Provisional Beverage Operator	\$15	Per license	§125.185	Ord. No. 1234
<b>Misc. Licenses</b>				
Cigarette	\$100	Annual – expires 6/30	§134.65(2)(b)	Ord. No. 1234
Amusement Device	\$75/machine	Annual – expires 6/30		Code §4-172 Res. No. 2023-01
Dance Hall	\$25	Annual – expires 6/30	§59.56(12)(b)	Ord. No. 858
Pawnbrokers License	\$210	Annual – expires 12/31	§134.71	Code Section 4-64 Res. No. 7238

<b>FEE TYPE</b>	<b>FEE</b>	<b>BASIS</b>	<b>STATUTE NO.</b>	<b>ORD/RES/CODE</b>
Secondhand Article Dealers	\$27.50	Annual – expires 12/31	§134.71(11)(b)	Code Sec. 4-64 Res No 7238
Secondhand Jeweler Dealers	\$30.00	Annual – expires 12/31	§134.71(11)(c)	Code Sec. 4-64 Res No 7238
Taxi Cab	1 <sup>st</sup> Taxi \$50 yearly fee	Annual – expires 6/30	§349.24	Ord. No. 1223 / Res. 2019-09
	each add'l \$0 No fee, Report Vehicle by VIN	Annual – expires 6/30	§349.24	Ord. No. 1223 / Res 2019-09
Escort License or Registration	\$500	Annual – expires 6/30		Code Sec. 4-65 Ord. No. 2014-9 Res. No. 2014-10
Escort Service Licenses	\$500	Annual – expires 6/30		Ord. No. 2014-9 Res. No. 2014-10
<b>PERMITS</b>				
Blasting	No Charge	Per Project		Code Sec. 11-119
Carnival/Circus	\$25	Per day		Ord. No. 369
Christmas Tree Lot	\$25	Annual – Expires 12/26		Ord. No. 858
Fireworks Stand	\$25	Annual – Expires 7/5		Ord. No. 963
Open Burning	\$17	Annual – exp 12/31		Res. No. 2021-19
Street Use Permits	\$75 except the fee for school sponsored events shall be \$0	Per event – plus costs per code		Ord. No. 858 Res. No. 7353 Res. No. 2011-7 Res. No. 2011-25 Sec. 14-129(e) & (f)
Solicitor Permit – New	\$25	1 <sup>st</sup> Year – Expires 12/31	§59.55	Ord. No. 858
Solicitor Permit - renewal	\$15	Annually – Expires 12/31	§59.55	Ord. No. 858
Mobile Food Vendor	\$100	Per Mobile Food Vendor vehicle or cart		Sec. 4-353(a)
BID Surcharge	\$50	Per Mobile Food Vendor or Transient Merchant located in the BID District		Sec. 4-64 & 4-353(a)
Wrestling/Boxing	\$50 per wrestling event plus cost for providing two supervisors, who shall have police authority for the wrestling match. Estimated cost \$50-100 per hour per officer.	Event	§444.02	Ord. No. 980 Vol IV Res. No. 7309
<b>MISC. FEES</b>				
Voter Registration Certificate	\$5			Ord. No. 858
Voter Registration Certificate	\$2	Seniors – over age 65		Ord. No. 858
Voter Registration List	\$25.00 plus \$5 per 1,000 voters	Includes Voter History	§6.36(6)	Set by State Elections Board Res. No. 7242
<b>INFORMATION SYSTEMS</b>				
<b>ASSESSMENT DEPT:</b>				
Reports (Hard Copies)				
Street Listing	\$35.00			
Commercial Listing	\$35.00			

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Alpha Property Listing By Owner	\$35.00			
Alpha Property Listing By Street Name	\$35.00			
Vacant Land Listing	\$20.00			
Multi-Unit Listing				
2 Units & Up	\$35.00			
4 Units & Up	\$20.00			
Files (emailed)				
Assessment Roll	\$50.00			
Legal Description				
Mailing Addresses	\$30.00			
Market Drive Public Data File (CD)	\$250.00			
FINANCE:				
Tax Roll	\$50.00			
<b>COMMUNITY DEVELOPMENT</b>				
<b>WEIGHTS AND MEASURES</b>				
Annual Permit Processing Fee	\$50	Annual	§ 98.04	Res. No. 2021-19
Scales 0 to 30 lbs.	\$30 (per unit)	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Scales 31 to 1000 lbs	\$40 (per unit)	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Weight Sets	\$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Follow-up Inspection Fee (1 <sup>st</sup> )	\$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Follow-up Inspection Fee (2 <sup>nd</sup> )	\$200	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Penalty Nonregistered Device	Fee x 2	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Timing Devices	\$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Meters (Taxi)	\$50	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Electric Pill Counters	\$10	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
Gas Pumps (Retail)	\$40	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
HS Pumps (Diesel)	\$55	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16



FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Vehicle Tank/Bulk Plant Meter	\$100	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Linear (Fabric, Wire, Rope Meters)	\$10	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Farmer's Market Annual Fee (includes 7 or more devices)	\$150	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Scanners		Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30
1 to 3 scanners (total)	\$75			Res. No. 2011-16
4 or more (total)	\$130			Res. No. 2012-35
Aluminum Can Recycle Machine	\$100	Annual	§ 98.04	Sec. 4-30 Res. No. 2011-16
Late Payment Fee	\$100	Annual	§ 98.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16
Misc. Specialized Devices	\$50/Hour	Annual	§ 98.04§ATCP 92.04	Res. No. 2012-35 Sec. 4-30 Res. No. 2011-16 Res. No. 2012-35
<b>PLUMBING</b>				<b>Plumbing Code</b>
New Plumbing: 1 & 2 Family	\$50 + \$0.03 sq ft all areas	If no square footage available – base on fixture count: \$8 per fixture (Minimum \$30)		Ch. 21, Art. V Res. No. 2017-04
New Plumbing: Multi-family	\$50 + \$0.05 sq ft all areas	If no square footage available – base on fixture count: \$8 per fixture (Minimum \$30)		Ch. 21, Art. V Res. No. 2017-04
New Plumbing: Commercial/Industrial	\$50 + \$0.08 per sq ft for first 5,000 sq ft and \$0.02 per sq ft over 5,000 sq ft	If no square footage available – base on fixture count: \$8 per fixture (Minimum \$50)		Ch. 21, Art. V Res. No. 2017-04
New/replacement Sanitary Sewer, Storm Sewer, or Water Services Lateral: Residential	New: \$100 Replacement: \$50			Ch. 21, Art. V Res. No. 2017-04
New/replacement Sanitary Sewer, Storm Sewer, or Water Services Lateral: Commercial	Commercial: \$50 + \$10 per inch diameter			Ch. 21, Art. V Res. No. 2017-04
Repair of Building Drain, Sanitary Sewer Lateral, Storm Sewer Lateral or Water Service	\$25			Ch. 21, Art. V Res. No. 2011-17
Repipe Basement	\$25			Ch. 21, Art. V Res. No. 2011-17
Cap Sewer	\$25			Ch. 21, Art. V Res. No. 2011-17
Well License Renewal	\$30			Ch. 21, Art. V Res. No. 2017-04
Replacement Water Heater	\$30	Minimum permit fee \$30 or \$8 per fixture if water Heater is included as part of the plumbing project		Ch. 21, Art. V Res. No. 2017-04
<b>ELECTRICAL</b>				<b>Electrical Code</b>
New Electrical: 1 & 2 Family and additions	\$50 + \$0.03 sq ft all areas	If no square footage available: \$30 for all work between \$1 and \$300 in cost \$30 + \$5/\$100 for all work between \$301 - \$1,000 in cost \$65 + \$12/\$1,000 for all work between \$1001 -		Ch. 21, Art. III Res. No. 2017-04

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
		\$10,000 in cost \$173 + \$3/\$1,000 for all work between \$10,001 - \$100,000 in cost \$443 + \$1/\$1,000 for all work over \$100,000 in cost		
New Electrical: Multi-family and additions	\$50 + \$0.05 sq ft all areas	If no square footage available: \$30 for all work between \$1 and \$300 in cost \$30 + \$5/\$100 for all work between \$301 - \$1,000 in cost \$65 + \$12/\$1,000 for all work between \$1001 - \$10,000 in cost \$173 + \$3/\$1,000 for all work between \$10,001 - \$100,000 in cost \$443 + \$1/\$1,000 for all work over \$100,000 in cost		Ch. 21, Art. III Res. No. 2017-04
New Electrical: Commercial/Industrial and additions	\$50 + \$0.08 per sq ft for first 5,000 sq ft and \$0.02 per sq ft over 5,000 sq ft	If no square footage available: \$30 for all work between \$1 and \$300 in cost \$30 + \$5/\$100 for all work between \$301 - \$1,000 in cost \$65 + \$12/\$1,000 for all work between \$1001 - \$10,000 in cost \$173 + \$3/\$1,000 for all work between \$10,001 - \$100,000 in cost \$443 + \$1/\$1,000 for all work over \$100,000 in cost		Ch. 21, Art. III Res. No. 2017-04
Electrical Service	\$50 + \$10 per 100 amp			Ch. 21, Art. III Res. No. 2017-04
<b>BUILDING</b>				<b>Building Code</b>
New Construction: Residential/Duplex/Condo	\$100 + \$0.18 per sq ft all areas	Minimum \$200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Multi-family	\$100 + \$0.25 per sq ft all areas	Minimum \$200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Commercial/Industrial	\$100 + \$0.20 per sq ft all areas	Minimum \$200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Community Facility	\$100 + \$0.20 per sq ft all areas	Minimum \$200		Ch. 21, Art. II Res. No. 2017-04
New Construction: Garage	\$10 + \$0.10 per sq ft	Minimum \$50		Ch. 21, Art. II Res. No. 2017-04
New Construction: Residential: Accessory Building (small sheds, decks, gazebos)	\$30	Over 24" above grade		Ch. 21, Art. II Res. No. 2017-04
New Construction: Commercial: Accessory Building (small sheds, decks, gazebos)	\$60			Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: 1 & 2 Family	\$10 + \$0.10 per sq ft	Minimum \$50 If no square footage available, based on project cost: \$50 + \$5 per \$1000 for work between \$1 and \$5,000 in cost \$60 + \$2.50 per \$1,000 for work over \$5,000 in cost (minimum cost of \$50 still applies)		Ch. 21, Art. II Res. No. 2017-04

<b>FEE TYPE</b>	<b>FEE</b>	<b>BASIS</b>	<b>STATUTE NO.</b>	<b>ORD/RES/CODE</b>
Addition and Remodel: Multi-family	\$100 + \$0.20 per sq ft all areas	Minimum \$200 If no square footage available, based on project cost: \$35 + \$5 per \$1000 for work between \$1 and \$5,000 in cost \$60 + \$2.50 per \$1,000 for work over \$5,000 in cost (minimum cost of \$200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Commercial/Industrial	\$100 + \$0.20 per sq ft all areas	Minimum \$200 If no square footage available, based on project cost: \$35 + \$5 per \$1000 for work between \$1 and \$5,000 in cost \$60 + \$2.50 per \$1,000 for work over \$5,000 in cost (minimum cost of \$200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Community Facility		Minimum \$200 If no square footage available: \$35 + \$5 per \$1000 for work between \$1 and \$5,000 in cost \$60 + \$2.50 per \$1,000 for work over \$5,000 in cost (minimum cost of \$200 still applies)		Ch. 21, Art. II Res. No. 2017-04
Addition and Remodel: Garage	\$10 + \$0.10 per sq ft	Minimum \$50		Ch. 21, Art. II Res. No. 2017-04
<b>HEATING, VENTILATION &amp; AC</b>				<b>Mechanical Code</b>
Fireplaces/Stove- wood or gas/garage heaters installation	\$30			Ch. 21, Div. IV Res. No. 2017-04
1 & 2 Family and additions	\$50 + \$0.03 sq ft all areas	If no square footage available, based on project cost: \$100 for all work up to \$2,000 in cost \$100 plus \$5 per \$1,000 for all work over \$2,000		Ch. 21, Div. IV Res. No. 2017-04
Multi-family and additions	\$50 + \$0.05 sq ft all areas	If no square footage available, based on project cost: \$100 for all work up to \$2,000 in cost \$100 plus \$5 per \$1,000 for all work over \$2,000		Ch. 21, Div. IV Res. No. 2017-04
Commercial/Industrial and additions	\$50 + \$0.08 per sq ft	If no square footage available, based on project cost: \$100 for all work up to \$2,000 in cost \$100 plus \$5 per \$1,000 for all work over \$2,000		Ch. 21, Div. IV Res. No. 2017-04
Replacement 1 & 2 Family	\$50 for first piece + \$10 each add'l piece (per dwelling unit)	If no square footage available, based on project cost: \$100 for all work up to \$2,000 in cost \$100 plus \$5 per \$1,000 for all work over \$2,000		Ch. 21, Div. IV Res. No. 2017-04
Replacement Commercial/Industrial	\$100 for all work up to \$2,000 in cost \$100 plus \$5 per \$1,000 for all work over \$2,000			Ch. 21, Div. IV Res. No. 2017-04
<b>MISCELLANEOUS PERMIT FEES</b>				<b>Building Code</b>
Apiary Registration Fee	\$30.00	Per Apiary		Sec. 3-41(c)

<b>FEE TYPE</b>	<b>FEE</b>	<b>BASIS</b>	<b>STATUTE NO.</b>	<b>ORD/RES/CODE</b>
Building Inspections Re-inspection Fee	\$75			Res. No. 2017-14
Code Enforcement Re-inspection Fees	\$50 – 2 <sup>nd</sup> notice \$100 – 3 <sup>rd</sup> notice \$100 – 4 <sup>th</sup> notice etc.			Res. No. 2021-19 Res. No. 2021-19
Commercial Plan Review				
Building Plan	\$125			Ch. 21, Div. II Res. No. 2011-17
HVAC	\$125			Ch. 21, Div. II Res. No. 2011-17
Demolition: Garage/Shed	\$30 plus bond	\$500 Bond/Check for building <25,000 cu. Ft. \$1,000 Bond/Check for building 25,000-50,000 cu. Ft. \$2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Demolition: Residential	\$100 plus bond	\$500 Bond/Check for building <25,000 cu. Ft. \$1,000 Bond/Check for building 25,000-50,000 cu. Ft. \$2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Demolition: Commercial/Industrial	\$200 plus bond	\$500 Bond/Check for building <25,000 cu. Ft. \$1,000 Bond/Check for building 25,000-50,000 cu. Ft. \$2,000 Bond/Check for building over 50,000 cu. Ft.		Ch. 21, Div. II Res. No. 2017-04
Erosion Control Residential	\$175			Ch. 22, Art. IV Res. 7309 Res. No. 2017-04
Erosion Control Commercial Industrial	\$300 per acre			Ch. 22, Art. IV Res. No. 2017-04
Community Facility				Ch. 21, Div. II Res. No. 2017-04
Fence: Residential	\$20			Ch. 21, Div. II Res. No. 2017-04
Fence: Commercial	\$50			Ch. 21, Div. II Res. No. 2017-04
Foundation Repair	\$40			Ch. 21, Div. II Res. No. 2017-04
Mobile Home Park	\$100			Ch. 21, Div. II Res. No. 2011-17
Moving Permit	\$200 plus bond	\$10,000-\$25,000 bond and insurance required		Res. No. 2017-04
Newspaper Vending Machines Permit	\$25	Initial Fee; Permit must be renewed yearly at no charge and expires December 31st		Res. 7292 Code §14-146 Res. No. 2011-17
Parking Lot	\$200			Ch. 21, Div. II Res. No. 2017-04
Pools – Above Ground	\$30			Ch. 21, Div. II Res. No. 2017-04
Pools – In Ground	\$100			Ch. 21, Div. II Res. No. 2017-04
Sandwich Board Signs	\$25	Annual – expires March 31st		Code Sec 4-29 Res. No. 2017-04
Signs – Wall Signs	\$75			Res. No. 2021-19
Signs – Pole/ground Signs	\$125			Res. No. 2021-19
Accessory Use (Solar, Wind, etc.)	\$10 per KW-PV 450 – Geo or HW (Minimum \$30)			Res. No. 2017-04
Street Furniture	\$15	Annual		Ch. 14, Art. VII

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE Res. No. 7367 Res. No. 2011-17
Assessment Fees (Building Permits)				
New Construction (Single-Family/Two-Family Residential)	\$100/unit	Per Building Permit		
New Construction (Commercial/Multi-Family)	\$300	Per Building Permit		
New Construction (Industrial)	\$300	Per Building Permit		
New Construction (Community Facility/Institutional)	\$300	Per Building Permit		
New Construction (Accessory Structure)	\$ 25	Per Building Permit		
Addition/Renovation (Single-Family/Two-Family Residential)	\$ 25	Per Building Permit		
Addition/Renovation (Commercial/Multi-Family)	\$100	Per Building Permit		
Addition/Renovation (Industrial)	\$100	Per Building Permit		
Addition/Renovation (Community Facility/Institutional)	\$100	Per Building Permit		
Addition/Renovation (Accessory Structure)	\$25	Per Building Permit		
<b>LICENSE RENEWALS</b>				
Heating – Warm Air	\$20			
Heating – Hot Water	\$20			
Heating – Steam	\$20			
<b>PLANNING &amp; ZONING FEES</b>				
Rezoning/Text Amendment Application	\$500	Per Application		<b>Zoning Code</b> Ch. 26/Res. No. 2017-21
Variance/Appeal Application	\$350	Per Application		Ch. 26/Res. No. 2017-21
Special Use Application	\$500	Per Application		Ch. 26/Res. No. 2017-21
Annexation Review(Not including R1 Zoning)	\$400	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Minor)	\$200	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Major)	\$400	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Parking Lot)	\$100	Per Review		
Site Plan Review (Change of Use)	\$150	Per Review		
Site Plan Review (Telecommunication Tower)	\$3,000	Per Review		Ch. 26/Res. No. 2017-21
Site Plan Review (Landscape Plan)	NA	Per Review		Ch. 26/Res. No. 2017-21
Certified Survey Map Review	\$150	Per Map		Res. No. 2021-19
Extraterritorial CSM	\$150	Per Review		Res. No. 2021-19
Preliminary Plat Review	\$150 + \$35/lot	Per Review		Ch. 26/Res. No. 2017-21
Final Plat Review	\$100+\$10/lot	Per Map		Res. No. 2021-19

<b>FEE TYPE</b>	<b>FEE</b>	<b>BASIS</b>	<b>STATUTE NO.</b>	<b>ORD/RES/CODE</b>
Official Street Map Amendment/Street Vacation	\$500	Per Map		Ch. 26/Res. No. 2017-21
P.D.D. Review	\$500	Per Approval		Ch. 26/Res. No. 2017-21
T.N.D. Review	\$500	Per Approval		
Tourist Housing Permit	\$50 no annual fee	Per License		Ch. 26/Res. No. 2017-21
Home Occupational License	\$50	Per License		Ch. 26/Res. No. 2017-21
Rooming House License (Annual)	\$50			Ch. 26/Res. No. 2017-21
Flood Plain Permits:		Per Permit		Ch. 26/Res. No. 2017-21
Land Use Permit – Residential	\$100	Per Permit		Ch. 26/Res. No. 2017-21
Land Use Permit – Commercial	\$200	Per Application		Ch. 26/Res. No. 2017-21
Map Amendment Application	\$500	Per Letter		Ch. 26/Res. No. 2017-21
Waiver Letter	\$25	Per Approval		Ch. 26/Res. No. 2017-21
Project Plan Approval	\$400	Per Approval		Ch. 26/Res. No. 2017-21
PDD Review/Master Plan Approval	\$500	Per Approval		Ch. 26/Res. No. 2017-21
Comprehensive Plan Amendment	\$500	Per Amendment		Res. No. 2021-19
Zoning Verification/Research (Standard)	\$50	Per Verification (Standard)		Ch. 26/Res. No. 2017-21
Zoning Verification/Research (Enhanced)	\$100	Per Verification (Enhanced)		Ch. 26/Res. No. 2017-21
<b>DOCUMENT SALES</b>				
Zoning Code	\$3		§19.35	Res. No. 7170
Building Code	\$3		§19.35	Res. No. 7170
Other Codes	\$2		§19.35	Res. No. 7170
Comp Plan	\$10		§19.35	Res. No. 7170
Maps				Res. No. 7170
1" = 1,000' or basemap	50¢		§19.35	Res. No. 7170
1" = 500' map	\$2.25		§19.35	Res. No. 7170
Any Topo map	\$1.25		§19.35	Res. No. 7170
Other maps	15¢/sq ft		§19.35	Res. No. 7170
Photocopies				Res. No. 7170
Single Sheet	25¢		§19.35	Res. No. 7170
Multiple Sheets	25¢ plus 15¢ per sheet		§19.35	Res. No. 7170
Color Copies	\$2 per 11x17		§19.35	Res. No. 7170
<b>FINANCE</b>				
<b>LICENSES</b>				
Cat (if spayed or neutered)	\$8	Annual		Res. No. 2021-19
Cat (if <b>not</b> spayed or neutered)	\$13	Annual		Res. No. 2021-19
Dog (if spayed or neutered)	\$8	Annual		Res. No. 2021-19

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Dog (if <b>not</b> spayed or neutered)	\$13	Annual		Res. No. 2021-19
Late Fee – dog/cat	\$5	Annual After 3/31 (license fee plus a \$5 state imposed fee)		Res. No. 7309
Dangerous Animal License	\$50	Per Dangerous Animal		Sec. 3-16(b)(3)
PERMITS				
Fire Permit	\$17	Annual		Res. No. 2021-19
Parking – Day Pass Tier 1	\$3	Daily (Permit Locations)		Res. No. 2017-11
Parking – Day Pass Tier 2	\$6	Daily (3 Hour & 4 Hour Locations)		Res. No. 2017-11
Parking – Tier 1	\$25	Monthly (All Permit Locations Unless Otherwise Noted)		Res. No. 2017-05
Parking – Tier 2	\$40	Monthly (Marketplace Lot)		Res. No. 2017-05
Parking Ramp	\$30	Monthly		
Real Estate Status Report	\$40	Per Report – normal turn around		Res. No. 2021-19
	\$60	Per Report - Rush		
Special Assessment Installment Plan	Prime Rate as of 3/1/2017 plus 3%	Annual Rate	\$66.0715	Code Sec. 13-2 Council Motion 03/16/22
FIRE				Fire Code
Petroleum Tank Installation Permit	\$100	First Tank		Ch. 7
	\$50	Each Additional Tank		Ch. 7
	\$1,700	Maximum Fee		Ch. 7
Petroleum Tank Closure Permit	\$20	Per 1,000 Gallon Tank Capacity, \$240 maximum		Ch. 7
	\$80	Minimum Fee		Ch. 7
Fire Protection Permit (Sprinkler Permit)				
Any Underground Main	\$75			Ch. 7
Any Above Ground Piping (20+ Heads)	\$75	Including Additions		Ch. 7
Each Riser	\$25			Ch. 7
Each Floor Above the First Floor	\$25			Ch. 7
Re-inspection Fee	\$100	Per inspection starting with the 2 <sup>nd</sup> inspection		Sec. 7-34
				Res. No. 2013-34
Smoke Detector Installation	\$30	Per Detector		§101.14 & §101.145
HEALTH				
July 2012 Consolidated with Winnebago County Health Department. All Health related fees were removed from the City of Neenah Fee Schedule.				
the jurisdiction of the Community Development Department (see above).			WEIGHTS AND MEASURES were moved under	
LIBRARY				
Fees are established by the Library Board				
PARK & RECREATION				
Fees are established by the Park & Recreation Commission and maintained by the Department				
POLICE				
Fingerprints				Res. No. 7170
Child ID	No Charge		\$19.35(3)(e)	Res. No. 7170
Fingerprinting for Employment				
Neenah Resident	No Charge		\$19.35(3)(e)	Res. No. 7170
Non-Resident	\$10.00		\$19.35(3)(a)	Res. No. 7170
Probation & Parole Registration	No Charge		\$19.35(3)(e)	Res. No. 7170
Sex Offender Registration	No Charge		\$19.35(3)(e)	Res. No. 7170
Photocopy Charges				

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Photograph Reprints	50¢		§19.35(3)(a)	Res. No. 7170
Digital Reprints	\$1.00/sheet			
	\$2.00/glossy sheet			
Photograph for ID	\$5.00			
Accident Reports				
11 x 17 – Double Sided	\$1.00		§19.35(3)(a)	Res. No. 7170
				Res. No. 7309
8-1/2 x 11 – Double Sided	50¢		§19.35(3)(a)	Res. No. 7170
			§19.35(3)(a)	Res. No. 7170
Incident Reports			§19.35(3)(a)	Res. No. 7170
1 <sup>st</sup> Page	25¢		§19.35(3)(a)	Res. No. 7170
Additional Pages	15¢		§19.35(3)(a)	Res. No. 7170
			§19.35(3)(a)	Res. No. 7170
1 Page	25¢		§19.35(3)(a)	Res. No. 7170
2 Pages	40¢		§19.35(3)(a)	Res. No. 7170
3 Pages	55¢		§19.35(3)(a)	Res. No. 7170
4 Pages	70¢		§19.35(3)(a)	Res. No. 7170
5 Pages	85¢		§19.35(3)(a)	Res. No. 7170
6 Pages	\$1.00		§19.35(3)(a)	Res. No. 7170
7 Pages	\$1.15		§19.35(3)(a)	Res. No. 7170
8 Pages	\$1.30		§19.35(3)(a)	Res. No. 7170
9 Pages	\$1.45		§19.35(3)(a)	Res. No. 7170
10 Pages	\$1.60		§19.35(3)(a)	Res. No. 7170
Other Charges				
Video (VHS or CD)	Actual Cost of Tape (estimated at \$10.00)		§19.35(3)(a)	Res. No. 7170
				Res. No. 7309
Audio Cassette	Actual Cost of Tape (Estimated at \$5.00)		§19.35(3)(a)	Res. No. 7170
				Res. No. 7309

#### **PUBLIC WORKS**

##### **AUTOMATED COLLECTION CART FEES**

Change cart size (Existing Property Owner)	\$25.00 per cart	Each		Ch 12, Res 2019-06
Additional Recycling Cart (Residential)	\$25.00 per cart	Annual		Ch 12, Res 2019-06
Additional Refuse Cart (Residential)	\$220 per cart	Annual		Ch 12, Res 2023-01

##### **NEW DEVELOPMENT**

Oversize Sanitary Interceptor Sewer Fee	\$1,000.00	Acre		Code §17-107
Public Storm Water Infrastructure	\$9,000.00	Acre		Code §13-7
Carpenter Tree Fund	\$100.00-150.00	Lot		Res. No. 7309
Stormwater Management, Erosion Control, Erosion Plan Review and Inspection, Residential	\$200.00	Subdivision plus \$150/lot		Ch. 22, Art. IV Res. No. 7309
Erosion Plan Review and Inspection, Commercial, Industrial	\$275	Up to one acre, \$200 for each additional acre		Ch. 22, Art. IV Res. No. 7309
Post Construction Storm Water Plan Review and Inspection	\$500	Up to one acre, \$200 per additional acre		Ch. 22, Art. IV Res. No. 7309
Storm Water Utility Credit Review	\$200	Per Credit Application		Ch. 17, Div. 2 Res. No. 7309

##### **ENGINEERING DESIGN & INSPECTION (RECONSTRUCTION)**

Street Reconstruction	Hourly Rate Included in Assessment Rate
Sanitary Sewer and Storm Sewer Repair and Replacement	Charged to Utilities



FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE			
GARAGE SERVICES (EQUIPMENT ONLY)							
Equipment rates on files with the Public Works Superintendent							
CITY OF NEENAH GARAGE SERVICES (GENERAL) (LABOR & EQUIPMENT)							
Drop-Off Center One Time Use Card	\$15						
Drop-Off Center First Additional Card	\$30						
Drop-Off Center Second Additional Card	\$45						
Bulky Item Collection-Curbside	\$15	Per Item					
Residential Dumpster Rental (1 CY)	\$85	Per Collection					
Residential Dumpster Collection (2 CY)	\$95	Per Collection					
Grass & Weed Removal (1 hr minimum charge)	\$80.00	Hour + \$25 Admin. Fee					
Special Collections (1 hr minimum charge)	\$80.00	Hour + \$25 Admin. Fee		Res. No. 7309			
Snow Removal (1 hr minimum charge)	\$80.00	Hour + \$25 Admin. Fee					
GENERAL LABOR ("NON-CITY" WORK)							
	Actual Hourly Rate x 1-1/2 plus 70% Admin., Fringe Benefits, Overhead						
MECHANIC LABOR TO ENTERPRISE FUNDS & UTILITIES							
Small Equipment	\$68.00	Hour		Res. No. 7309			
Medium Equipment	\$79.00	Hour		Res. No. 7309			
Large Equipment	\$88.00	Hour		Res. No. 7309			
MISCELLANEOUS PERMIT FEES							
Natural Lawn Application Fee	\$25.00	Per Event		Ord. No. 1389 Sec. 10-5(c)(1) Res. No. 7334			
Application for Appeal - Natural Lawn Revocation	\$25.00	Per Event		Ord. No. 1389 Sec. 10-35(d)(f) Res. No. 7334			
Bond for Due Process Hearing - Lawn Declared Public Nuisance	\$25.00	Per Event		Ord. No. 1389 Sec. 10-36(f)(2) Res. No. 7334			
STREET / RIGHT OF WAY EXCAVATION PERMIT							
Administration Fee	\$200.00	Each		Ch. 14, Div. II Res. No. 7309			
	2023	2024	2025	2026	2027		
4" or 6" Sidewalk or Apron (Incl. Colored)	\$16.00	\$16.50	\$17.00	\$17.50	\$18.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Curb and Gutter	\$72.50	\$75.00	\$77.50	\$80.00	\$82.50	Lin. Ft.	Ch. 14, Div II, Res.2023-01
Concrete Pavement - Final Patch	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Asphalt Pavement/Oil & Chip - Final Patch	\$12.00	\$12.50	\$13.00	\$13.50	\$14.00	Sq. Ft.	Ch. 14, Div II, Res.2023-01
Terrace or Grass Turf Area	\$2.50	\$2.60	\$2.70	\$2.80	\$2.90	Sq. Ft.	Ch. 14, Div II, Res.2023-01
	2023-2027						

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Street Degradation Base Fee	\$4.00	Sq. Ft.		Ch. 14, Div II, Res.2023-01
Permit Fee	\$200.00	Each		Ch. 14, Div II, Res.2023-01
New Gas Service/Abandon/Maintenance	\$50.00	Each		Ch. 14, Div II, Res.2017-33
Curb Cut	\$50.00	Each		Ch. 14, Div II, Res.2017-33
Tunnel/Bore/Directional Bore	\$.50	Lin. Ft.		Ch. 14, Div II, Res.2017-33
New Poles/Guywires/Sm Peds/Boxes	\$30.00	Each		Ch. 14, Div II, Res.2017-33
New Overhead Wires	\$.15	Lin. Ft.		Ch. 14, Div II, Res.2017-33
New or Repl Manholes/Handholes	\$75.00	Each		Ch. 14, Div II, Res.2017-33
Large Cabinets/Peds/Huts/Vaults/VRADs	\$200.00	Each		Ch. 14, Div II, Res.2017-33
Trees	\$300.00	Each		Ch. 14, Div II, Res.2017-33
Marker Post/Post Mounted Signs	\$5.00	Each		Ch. 14, Div II, Res.2017-33
Failure to Obtain Permit	\$200.00	Each		Ch. 14, Div II, Res.2017-33

#### STREET / RIGHT OF WAY EXCAVATION PERMIT – LARGE SCALE PROJECT

Monitoring/Inspection	Actual Cost – Total Estimate Held in Escrow at Start of Project			Ch. 14, Res.2021-13
Permit Fee	\$200	Each		Ch. 14, Res.2021-13
Tunnel/Bore/Directional Bore	\$.10	Lin. Ft		Ch. 14, Res.2021-13
Overhead Wire	\$.05	Lin. Ft		Ch. 14, Res.2021-13

#### WATER DEPARTMENT

Fees are established by the Public Service Commission of Wisconsin (PSC)

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# COMMON COUNCIL

## Council President

Brian Borchardt

## Major Activities

The City Council functions similar to a Board of Directors. It has final approval authority over all fiscal matters within the City. The Council represents three Aldermanic districts with three members representing each district. Each member is elected to a 3-year term allowing any citizen to run for the City Council each April. The City Council provides the vehicle for individual citizens to be heard.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 80,710	\$ 84,010	\$ 81,930	-2.48%	\$ 81,930	-2.48%

No. of Aldermen	9	9	9	0%	9	0%
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## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recomendended                      \$           -

### Mayor's Comments:

None

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> City Council	<b>Budget:</b> City Council
<b>Program:</b> General Government	<b>Submitted by:</b> Brian Borchardt

**Goals/Responsibilities:**

The goals of the Common Council are to effectively control City property, highways, navigable waters and public services and have the power to act for the government and good order of the City for its commercial benefit and for the health, safety and welfare of the public. To accomplish the responsibilities delegated to the City Council, the body may use licensing regulation, suppression, borrowing of money, tax levy, appropriation, fines, imprisonment, confiscation and other necessary or convenient means to fulfill its desired results.

**Major Increases (Decreases) in 2025 Budget:** None.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>COUNCIL</b>								
<b><u>COUNCIL OPERATIONS (0101-700)</u></b>								
0101	Salaries	49,752	50,420	37,698	50,360	50,620	50,620	
0111	Fringes	1,842	2,020	1,510	2,020	2,120	2,120	
0115	Schools/Seminars/Training	0	1,800	463	750	900	900	
0202	Outside Printing	0	150	35	50	50	50	
0203	Postage	0	50	5	30	50	50	
0206	Advertising & Publication	10,294	8,000	4,446	6,760	8,000	8,000	
0218	Maintenance of Software	72	250	54	90	90	90	
0227	Cellular Telephone	4,187	4,320	2,505	3,470	4,000	4,000	
0233	Other Ser/Televising Mtng	4,098	6,000	3,343	5,100	5,000	5,000	
0236	Outside Services	17	250	38	80	250	250	
0255	IS Services / Internal	9,660	10,450	7,838	10,450	10,400	10,400	
0258	GIS Services/Internal	740	0	0	0	0	0	
0301	Office Supplies	32	100	0	50	100	100	
0303	Computer Oper Supplies	0	50	0	50	0	0	
0308	Books and Periodicals	0	50	0	50	50	50	
0333	All Other Supplies	16	100	0	50	50	50	
0347	Small Hardware	0	0	0	0	250	250	
	<b>OPERATIONS</b>	<b>80,710</b>	<b>84,010</b>	<b>57,935</b>	<b>79,360</b>	<b>81,930</b>	<b>81,930</b>	<b>(2,080)</b>
<b>COUNCIL</b>								
		<b>80,710</b>	<b>84,010</b>	<b>57,935</b>	<b>79,360</b>	<b>81,930</b>	<b>81,930</b>	<b>(2,080)</b>
Percent Budget Change								<b>-2.48%</b>

## DEPARTMENT OF THE MAYOR

### Department Head

Jane B. Lang

### Major Activities

As Chief Executive Officer of the City, the Mayor is responsible for management of all City departments, supervising City staff, and providing direction for long term planning. The Mayor chairs the Common Council, Plan Commission, Board of Public Works and serves on the Water Commission.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 254,784	\$ 279,990	\$ 275,120	-1.74%	\$ 273,620	-2.28%
No. of Employees (FTE)	2	2	2	0%	2	0%

### Budget Adjustments

#### Increases (Decreases) to Expenditures Requested

**Mayor Recomemended**                      \$        (1,500)

#### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$1,500 reduction in the Mayor's budget.



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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Mayor's Office	<b>Budget:</b> Mayor's Office/City Publication
<b>Program:</b> General Government	<b>Submitted by:</b> Jane B. Lang

**MAYOR'S OFFICE 0201-701**

**Goals and Responsibilities:**

The Neenah Mayor serves as the City's chief executive officer and is elected for a four-year term. The Mayor is responsible for the day-to-day management of all City departments with all department heads reporting to this office. Through the Five-Year Capital Expenditure Plan and annual Operating Budget, the Mayor proposes major programs and priorities for Council consideration, communicating a clear vision for the community's future growth and development. Communication with the Council, staff and most importantly the public, responsiveness to citizen concerns, proactive problem solving, and creative management of City business are the focal points of the Mayor's responsibilities.

**Activities:**

Based on the above responsibilities, the Mayor serves all Neenah citizens, responding promptly to their concerns and charting a direction for the community that will make Neenah a better place to live. In addition to working with department heads to present a Five-Year Capital Expenditure Plan and annual Operating and Capital Budget for Council consideration, the Mayor chairs the Common Council and Plan Commission meetings and serves as a member of the Water Commission. Either the Mayor or their designee serve on the Bergstrom-Mahler Museum Board and the Mayor is an ex-officio member of the Future Neenah Board of Directors. The Mayor represents the City at a wide range of civic events both in Neenah and the surrounding communities. The Mayor supervises City staff, conducts performance evaluations of department heads, participates in the selection process of key staff, conducts regular department head meetings, meets with and communicates with employees, regularly updates the Council, and meets with interested citizens. The Mayor is responsible for promoting the community, directing long-range planning, developing consensus toward implementing those plans and supervising the day-to-day operations of the City.

**2024 Activities:**

- Continued work on Arrowhead project plan with RDG Planning and Design– the conceptual master plan was approved by the Parks and Recreation Commission and the Council in March. The RFQ and RFP process for the hiring of an engineering firm to develop a grading plan, utility plan, and feasibility study for vehicular and multi-modal access was undertaken. A firm was selected and approved by the Parks and Recreation Commission, the Public Services and Safety Committee, and the Council in late August/early September.
- After extensive interviews with multiple candidates, we hired seventeen-year veteran of the Information Systems (IS) department., Matt Schroeder, as our new IS Director in March after Director Joe Wenninger's retirement. We continued to encourage our cyber security initiatives as well as technology upgrades. Director Schroeder and the Communication Specialist worked jointly on a cyber security grant.
- Initiated active shooter training for the city– 3 identical sessions set up with Officers Jason Goetz and Joe Benoit; following those, Police Department (PD) individually met with each dept. for customized instruction.
- Attended ThedaCare event/training on social media's negative impact on mental health
- Met with PD to coordinate training for employees on internet safety particularly for our children/grandchildren – training was provided to employees in December of 2023
- Held several legislative meetings with our local representatives Senator Rachel Cabral-Guevara, and Representative Nate Gustafson (with the change to boundaries they no longer represent the City of Neenah) to discuss issues of concern from the city perspective
- Presentation of Future Neenah award as their Civic Partner of the year to the Mayor's office/DOLAS and partnership on the 150<sup>th</sup> celebration in 2023

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Mayor's Office	<b>Budget:</b> Mayor's Office/City Publication
<b>Program:</b> General Government	<b>Submitted by:</b> Jane B. Lang

- Met with CEO of the League of Municipalities, Zach Vruwink, and later wrote an article on the Lakeshore Trail project for publication in the League's September magazine
- Travis Teesch was hired as the new Neenah Menasha Fire Rescue (NMFR) Chief in January of 2024 following Chief Kloehn's retirement.
- Held one on one evaluation meetings with all department heads in February
- Continued the City's Culture Initiative and Implementation – the hire of our Communication Specialist as the point person for culture will provide on-going continuity and connection for training and engagement with employees – took next step to investigate establishing strategic direction for the city based on the culture initiative – the city hasn't before created a strategic plan, and the goal will be to establish that by 2025
- Held the 3<sup>rd</sup> annual Mayor's Run/Walk for Charity with the Neenah Menasha Firefighters Charitable Foundation – over \$5,000 was raised for the local Children's Hospital in 2023 – specifically reaching local children requiring services there
- Menasha Corporation's 175<sup>th</sup> celebration at Neenah Headquarters – gave speech along with their CEO
- Attended the Governor's event in Madison for women leaders in March 2024
- Met with new Neenah Joint School District (NJSD) Superintendent Steve Harrison – also had multiple meetings with new City of Menasha Mayor Austin Hammond
- Meeting with East Central Regional Planning Commission (ECRPC) regarding formation of Metropolitan Planning Organization(MPO) – made appointments to that commission as required
- Official completion and opening of the PD expansion/training facility project in June
- Groundbreaking on Neenah Animal Shelter, the Best Western Bridgewood expansion, and the Boys' and Girls' Club of Neenah (Sept.) – ribbon cutting on new Neenah Animal Shelter held in June 2024
- Continued participation in WHBY monthly radio show (included dept. heads in these shows to allow for greater understanding of what the city departments are accomplishing), stayed connected with local paper "Neenah News", maintained relationships with other local media outlets
- Created and presented programs for multiple organizations in the city including the Neenah Club, the Woman's Tuesday Club, Touchmark, and Island Shores
- Continued to establish and develop relationships with local businesses participating in regular check-ins with multiple business leaders
- Worked with Finance Director Rasmussen and the Police Department to receive funding through Winnebago County's Spirit Fund for the Meridian barricades project – received funding in July 2024
- Facilitated bringing UW Madison Attorney and Trainer for the League of Municipalities, Daniel Foth, for training on how to be an effective alderman - August 2024
- Continued to serve on the Fox Cities Chamber of Commerce Board of Directors
- The communication specialist launched a Marketing and Communications site on the Sharepoint intranet, providing staff with easy access to the updated logo, detailed logo guidelines, a convenient business card easy-print center, and an interactive training section to ensure consistent, high-quality branding.
- The communication specialist created a collaborative onboarding video welcoming new employees and highlighting the City's mission and values, ensuring that new team members are aligned with our core principles from day one and fully supported as they integrate into their roles.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Mayor's Office	<b>Budget:</b> Mayor's Office/City Publication
<b>Program:</b> General Government	<b>Submitted by:</b> Jane B. Lang

**2025 Goals/Plans:**

- In 2025, our focus will be on continuing a high level of service to the residents of the City. We will seek to fill any vacancies that arise at the City with top quality employees who will continue the tradition of excellence that has been set.
- We will strive to be an exceptional community that offers a high quality of life experience for our residents.
- Keeping our citizens safe is a top priority as we continue to make appropriate and very necessary investments in public safety including investing in the best equipment (i.e. Flock cameras, mobile vehicle barricades, etc) and training for our Neenah PD as well as our NMFR
- We will continue to address the changing economic pressures we're facing (primarily inflation, supply chain problems, etc.) with a pragmatic yet proactive approach – creativity with budgeting and planning will be emphasized.
- We will seek to implement improvements to our culture at the City with intended outcomes being better worker satisfaction, retention of current employees, and recruitment of new employees. In 2025, we will continue to focus on the implementation of the mission and values that were identified by our employees as a result of the culture evaluation process as well as working to establish a strategic plan.
- We will further investigate grant opportunities to assist with meeting our budget goals.
- We will move forward with development at the Arrowhead property using the newly created and approved master plan as our direction and inspiration.
- We will continue to work with the new owner of the Shattuck School property as he establishes plans for it.
- We will continue to emphasize controlled growth and appropriately manage our opportunities for the future.
- As Mayor, I have committed to being accessible to citizens and will maintain that commitment.

**City Publication**

The City will continue to prepare and publish a quarterly newsletter to be mailed out to all residents. We have hired outside services for the editing process that takes place to produce the newsletter due to the retirement of former Library Director, Gretchen Raab. That increase in cost for the newsletter is reflected in the on-going budget.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>MAYOR'S OFFICE</b>								
<b><u>OPERATIONS (0201-701)</u></b>								
0101	Salaries	116,274	135,670	96,409	132,880	134,280	134,280	
0110	Health Insurance	32,240	38,990	29,250	38,990	45,500	44,000	
0111	Fringes	21,602	25,220	17,922	24,700	25,390	25,390	
0115	Schools/Seminars/Training	0	500	0	200	500	500	
0123	Auto Allowance	450	450	338	450	450	450	
0202	Outside Printing	30	1,400	248	700	1,000	1,000	
0203	Postage	93	200	122	180	150	150	
0207	Dues & Memberships	8,106	8,500	8,629	8,630	8,800	8,800	
0218	Maintenance of Software	432	80	54	80	90	90	
0227	Cellular Telephone	463	480	268	410	480	480	
0236	Outside Services	22,883	500	1,350	1,350	500	500	
0254	Printer / Copies	62	70	59	70	100	100	
0255	IS Services / Internal	9,200	10,280	7,710	10,280	11,800	11,800	
0258	GIS Services/Internal	1,230	0	0	0	0	0	
0261	Misc Expenditures	526	400	527	750	700	700	
0262	Public Relations	1,054	200	138	300	500	500	
0301	Office Supplies	42	200	0	100	200	200	
0302	Inhouse Printing	0	0	0	0	0	0	
0308	Books and Periodicals	70	50	0	50	50	50	
0344	Small Equipment	0	100	0	50	50	50	
0347	Small Computer Hardware	0	0	0	0	250	250	
0531	Community Contribution	1,650	7,200	1,650	1,650	4,000	4,000	
	<b>OPERATIONS</b>	<b>216,407</b>	<b>230,490</b>	<b>164,674</b>	<b>221,820</b>	<b>234,790</b>	<b>233,290</b>	<b>2,800</b>
<hr/>								
<b><u>CITY PUBLICATION (0202-701)</u></b>								
0202	Outside Printing	29,020	30,000	19,959	27,000	30,000	30,000	
0203	Postage	9,262	9,500	7,389	9,580	10,330	10,330	
	<b>CITY PUBLICATION</b>	<b>38,282</b>	<b>39,500</b>	<b>27,348</b>	<b>36,580</b>	<b>40,330</b>	<b>40,330</b>	<b>830</b>
<hr/>								
<b><u>CULTURE IMPLEMENTATION (0203-701)</u></b>								
0115	Schools/Seminars/Training	95	0	3,131	3,140	0	0	
0236	Outside Services	0	10,000	1,037	5,000	0	0	
	<b>CULTURE IMPLEMENTATION</b>	<b>95</b>	<b>10,000</b>	<b>4,168</b>	<b>8,140</b>	<b>0</b>	<b>0</b>	<b>(10,000)</b>
<hr/>								
<b>MAYOR'S OFFICE</b>		<b>254,784</b>	<b>279,990</b>	<b>196,190</b>	<b>266,540</b>	<b>275,120</b>	<b>273,620</b>	<b>(6,370)</b>
<b>Percent Budget Change</b>								<b>-2.28%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Mayor
<b>Program:</b>
General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Mayor	6,802 mo.	1.00	6,802 mo.	1.00
Communications Specialist	8	<u>1.00</u>	8	<u>1.00</u>
TOTAL	XXX	2.00	XXX	2.00

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## DEPARTMENT OF FINANCE

### Department Head

Vicky K. Rasmussen, CPA

### Major Activities

The Department provides comprehensive direction and control of all City financial policies and programs. It also carries out all statutory Controller and Treasurer functions, which include accounts payable; accounts receivable; payroll; financial reporting; cash collection; banking and investments; borrowing and debt service; utility billing and collection; maintaining property tax rolls; budget preparation and administration; and preparation of independent audit report. Other duties include risk management and insurance, purchasing, pet licensing and cemetery.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 1,266,180	\$ 1,240,340	\$ 1,390,960	12.14%	\$ 1,364,400	10.00%

No. of Employees (FTE)	8.67	8.67	8.67	0%	8.67	0%
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### Budget Adjustments

#### Increases (Decreases) to Expenditures Requested

**Mayor's Recommended**                      \$     (26,560)

#### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$26,560 reduction in the Finance budget.



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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> General Government	<b>Submitted by:</b> Vicky K Rasmussen, CPA

**Goals/Responsibilities:**

Direct and control City fiscal programs. Carry out all statutory Controllershship and Treasury functions including maintaining financial systems for all City funds. Provide financial analyses and participate in City policy-making processes. Prepare and administer the various City budgets. Report utilization of revenues and expenditures and budget conditions to the City Council, Mayor, operating departments, the public and other government agencies and make analyses related thereto. Administer City's borrowing, risk control and insurance programs. Direct independent audits, make recommendations and implement practices for improved financial administration, fiscal management and internal control practices.

**Activities:**

Collect and disburse monies according to legal and budgetary responsibilities. Account for City, School District and County property tax collections. Pre-audit all claims against the City. Prepare payrolls. Oversee all debt issuance and payments. Prepare statements reporting fiscal condition of City for internal management and state and federal agencies. Manage cost distribution systems. Handle other fiscally related activities per Council and Mayoral directives. Carry out annual independent audit and all GASB reporting requirements. Forecast cash flow for investments and fiscal planning, including initiating and monitoring all City investments. Determine financial impact of annexations, tax increment districts and operating program changes. Oversee employees' deferred compensation program. Maintain central control over office supply and administrative equipment purchasing. Manage central administrative services including insurance, purchasing, mail, etc. Assist in administration of T2 parking permit and fine collection program. Responsible for all accounting and financial reporting related functions of the Neenah Water Utility, along with the utility billing system for the water, sewer and storm water utilities. Manage City's various casualty insurance and risk management program activities. Assist City Attorney in labor contract negotiation process. Provide accounting, payroll and risk management services to Neenah-Menasha Fire Rescue. Represent the City with the Cities and Villages Mutual Insurance Company, the Fox Cities Hotel Room Tax Commission and League of Wisconsin Municipalities. Also provide representation on the City's Board of Public Works.

**2024 Accomplishments:**

- Effectively changed the timing of the annual borrowings from the beginning of March to the beginning of September which resulted in a substantially lower amount borrowed than what was budgeted for.
- Successfully issued \$9,640,000 in G.O. Promissory Notes at a True Interest Cost (TIC) of 3.46% and \$1,056,000 in Taxable G.O. Promissory Notes at a TIC of 5.00% to finance 2024 capital projects.
- Maintained the City's AA/Stable bond rating by Standard and Poor's. This bond rating continues to put the City of Neenah in the top echelon of all comparable bond ratings in the nation, enhancing the City's reputation and credit worthiness. This translates into a substantial savings of taxpayers' funds due to lower interest costs on future borrowing by the City.
- Completion of 2023 audit, including issuance of unqualified audit opinion. Audit completed with ongoing trend of very few, if any, auditor adjustments required as well as resolution of internal control deficiencies.
- Worked to eliminate Neenah's portions of deficits for Neenah Menasha Fire Rescue department (3 years of accumulation) and Joint Municipal Court (20 years of accumulation).
- Received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the 38th consecutive year.
- Worked to maximize return on City's investments in a fluctuating interest rate environment, while minimizing fees and streamlining the City's banking structure.
- Continued to implement all requirements related to the Governmental Accounting Standards Board pronouncements, including GASB No. 96 (Subscription-Based IT Arrangements) in the 2023 financial statements
- Department processed approximately: Accounts Payable/Accounts Receivable/Payroll – 10,000 payment vouchers, 6,000 P-card transactions, 10,000 payroll direct deposits, 2,000 vendor checks and 2,000 EFT payments; Treasurer/Utility Billing – 40,000 cash/check transactions, 40,000 credit card/e-check transactions, 4,800 direct deposits, 3,400 debit card transactions, 3,700 ACH transactions, 200 money orders, 10,600 property tax bills and 53,000 utility service invoices.
- Implemented a new property tax bill software - Ascent
- Implemented, in conjunction with Information Systems department, paperless invoice approval and payment process to increase accounts payable efficiency and reduce paperwork.
- Increased efficiency, accuracy, and service provided to customers of utility billing program with use of technology and development of improved quality control measures.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Finance Operations
<b>Program:</b> General Government	<b>Submitted by:</b> Vicky K Rasmussen, CPA

**2025 Goals/Plans:**

- Implement an “e-notification” feature on the Click2Gov Utility Billing portal, allowing customers to sign up for email notification in lieu of a paper bill.
- Implement a paperless invoice documentation feature for City’s credit card purchase process.
- Implement a paperless journal entry process to improve efficiency and reduce waste in City’s accounting department.
- Ongoing analysis of parking enforcement and permitting solutions.
- Ongoing cemetery verification and updates to the new CIMS program.
- Research budgeting software that interfaces with Central Square in order to streamline budget process while providing great efficiencies.
- Continue to add and update staff procedure books.
- Continue to explore opportunities to use LEAN tools and methods to create greater departmental and organization efficiency.
- Work with area financial institutions for a seamless tax collection using a new system
- Continue to work on making processes paperless.

**Major Increases (Decreases) in 2025 Budget:**

***Finance Operations:***

Salaries are up due to 2025 expected wage increases, and Health Insurance is up due to an expected overall increase in premiums.

***Risk Management:***

Overall insurance costs are up by \$10,810 which accounts for the high range (8% increase) of Cities and Villages Mutual Insurance Company’s (CVMIC) projected insurance rates for 2025. The remainder of the difference is \$80,000, which is due to the budgeted transfer to the Liability Insurance Fund to cover any legal matters that may arise.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>FINANCE OPERATIONS/CAP. OUTLAY</b>								
<b>OPERATIONS (0501-703)</b>								
0101	Salaries	381,603	406,400	288,170	402,050	418,640	418,640	
0103	Temporary Wages	1,168	5,000	0	2,000	6,000	6,000	
0110	Health Insurance	109,320	113,060	84,780	113,060	133,780	129,360	
0111	Fringes	69,321	72,110	50,510	70,820	76,450	76,450	
0115	Training	0	7,000	6,194	7,000	7,250	7,000	
0123	Auto Allowance	18	0	0	0	0	0	
0128	Empl Recognition Awards	300	0	0	600	0	0	
0202	Outside Printing	3,285	2,900	1,478	4,180	3,620	3,620	
0203	Postage	7,918	7,610	2,071	7,730	8,200	8,200	
0205	Debit Card Charges	7,968	6,000	6,458	8,270	8,000	8,000	
0207	Dues & Memberships	978	1,700	840	1,150	1,400	1,400	
0210	Maintenance of Hardware	1,585	1,400	1,341	1,760	1,760	1,760	
0212	Maint of Office Equipment	0	550	678	680	700	700	
0218	Maint of Software	1,871	2,000	581	2,000	2,000	2,000	
0227	Cellular Telephone	667	960	330	450	480	480	
0254	Printer / Copies	3,351	3,120	2,435	3,120	3,500	3,500	
0255	IS Services / Internal	40,040	40,490	30,367	40,490	37,300	37,300	
0258	GIS Services/Internal	6,500	0	0	0	0	0	
0301	Office Supplies	2,850	2,300	1,034	1,990	2,300	1,800	
0303	Computer Oper Supplies	193	300	339	340	170	170	
0308	Books and Periodicals	491	500	409	530	500	500	
0333	All Other Supplies	55	50	196	250	120	120	
0343	Small Program Packages	0	500	0	0	0	0	
0344	Small Equipment	265	500	1,195	1,300	550	550	
0347	Small Computer Hardware	92	2,200	2,132	2,140	1,500	1,000	
<b>CAPITAL OUTLAY-FINANCE</b>								
8115	Computer Hardware Outlay	0	1,000	0	0	0	0	
<b>FINANCE OPERATIONS</b>		<b>639,839</b>	<b>677,650</b>	<b>481,538</b>	<b>671,910</b>	<b>714,220</b>	<b>708,550</b>	<b>30,900</b>
Percent Budget Change								<b>4.56%</b>
<b>ANNUAL FINANCIAL AUDIT/GASB #34 Impl (0505-703)</b>								
0115	Training	0	600	0	0	500	500	
0202	Outside Printing	0	400	0	0	0	0	
0203	Postage	0	70	0	0	0	0	
0232	Accounting & Auditing	56,569	53,850	44,483	55,000	56,000	56,000	
<b>ANNUAL FINANCIAL AUDIT</b>		<b>56,569</b>	<b>54,920</b>	<b>44,483</b>	<b>55,000</b>	<b>56,500</b>	<b>56,500</b>	<b>1,580</b>
Percent Budget Change								<b>2.88%</b>
<b>RISK MANAGEMENT (0507-703)</b>								
0239	Misc Insurance	1,336	1,450	1,528	1,530	1,660	1,610	
0244	Pollution Insurance	7,052	7,630	6,462	6,470	6,980	6,800	
0245	Property Insurance	75,965	82,030	76,159	76,160	82,260	79,970	
0246	Liability Insurance	68,034	73,470	76,143	76,150	82,250	79,960	
0247	Auto Insurance	46,578	50,300	49,160	49,160	53,150	51,620	
0248	Boiler:Machine Insurance	5,554	6,010	5,000	5,000	5,400	5,250	
0271	Self-Insured Direct Costs	70,000	0	0	55,000	80,000	70,000	
<b>RISK MANAGEMENT</b>		<b>274,519</b>	<b>220,890</b>	<b>214,452</b>	<b>269,470</b>	<b>311,700</b>	<b>295,210</b>	<b>74,320</b>
Percent Budget Change								<b>33.65%</b>
<b>PROPERTY DAMAGE (0509-703)</b>								
0718	City Hall	14,667	0	0	0	0	0	
0721	Police	0	0	18,498	20,000	0	0	
0788	Park & Rec.	4,900	0	0	0	0	0	
0793	Community Development	0	0	0	0	0	0	
0799	Undesignated	0	5,000	0	0	5,000	5,000	
<b>PROPERTY DAMAGE</b>		<b>19,567</b>	<b>5,000</b>	<b>18,498</b>	<b>20,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>
Percent Budget Change								<b>0.00%</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>CENTRAL SERVICES (0515-703)</u></b>								
0203	Postage	1,326	1,850	(4,052)	710	500	500	
0207	Dues & Memberships	742	750	726	730	730	730	
0212	Maint of Office Equipment	1,828	1,800	465	1,400	1,400	1,400	
0236	Outside Services	2,777	2,800	1,926	2,920	3,120	2,800	
0252	Rental of Equipment	945	2,000	1,875	2,340	2,340	2,340	
0301	Office Supplies	3,645	4,500	5,048	5,300	4,000	4,000	
0303	Computer Oper Supplies	0	100	0	0	0	0	
0333	All Other Supplies	0	100	0	0	0	0	
0344	Small Equipment	1,110	1,500	0	1,100	1,350	1,350	
	<b>CENTRAL SERVICES</b>	<b>12,373</b>	<b>15,400</b>	<b>5,988</b>	<b>14,500</b>	<b>13,440</b>	<b>13,120</b>	<b>(2,280)</b>
Percent Budget Change								<b>-14.81%</b>
<hr/>								
<b><u>UTILITY BILLING (0525-703)</u></b>								
0101	Salaries	91,030	94,590	70,943	94,590	103,100	103,100	
0110	Health Insurance	27,840	29,330	21,960	29,330	32,950	31,860	
0111	Fringes	16,710	18,070	13,553	18,070	18,560	18,560	
0115	Training	0	700	700	700	700	700	
0202	Outside Printing	56	0	172	230	250	250	
0203	Postage	30,065	25,290	21,938	29,210	31,490	29,000	
0205	Debit Card Charges	7,288	5,700	5,863	7,200	7,420	7,420	
0236	Outside Services	9,744	12,500	10,832	12,950	10,000	10,000	
0255	IS Services / Internal	11,040	11,390	8,542	11,390	13,000	13,000	
0258	GIS Services/Internal	5,510	0	0	0	0	0	
0303	Computer Oper Supplies	0	100	0	0	0	0	
0347	Small Computer Hardware	0	200	0	200	250	250	
	<b>UTILITY BILLING</b>	<b>199,283</b>	<b>197,870</b>	<b>154,503</b>	<b>203,870</b>	<b>217,720</b>	<b>214,140</b>	<b>16,270</b>
Percent Budget Change								<b>8.22%</b>
<hr/>								
<b><u>WATER UTILITY (0526-703)</u></b>								
0101	Salaries	42,510	44,780	33,585	44,780	47,800	47,800	
0103	Temporary Wages	1,000	1,000	0	0	0	0	
0110	Health Insurance	12,720	13,580	10,170	13,580	15,270	14,770	
0111	Fringes	7,800	8,550	6,272	8,550	8,610	8,610	
0115	Training	0	500	500	500	500	500	
0236	Outside Services	0	200	0	0	200	200	
	<b>WATER UTILITY</b>	<b>64,030</b>	<b>68,610</b>	<b>50,527</b>	<b>67,410</b>	<b>72,380</b>	<b>71,880</b>	<b>3,270</b>
Percent Budget Change								<b>4.77%</b>
<hr/>								
<b>FINANCE</b>		<b>1,266,180</b>	<b>1,240,340</b>	<b>969,989</b>	<b>1,302,160</b>	<b>1,390,960</b>	<b>1,364,400</b>	<b>124,060</b>
Percent Budget Change								<b>10.00%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Finance
<b>Program:</b> General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
Deputy Director	14	1.00	14	1.00
Assistant Treasurer	10	1.00	10	1.00
Payroll - A/P - A/R Coordinator	8	1.00	8	1.00
Utility Billing Coordinator	6	1.00	6	1.00
Accounting Clerk	6	1.00	6	1.00
Office Assistant	6	1.00	6	1.00
Cashier	6	1.00	6	1.00
Subtotal		8.00		8.00
PART-TIME				
Cashier	6	0.67	6	0.67
TOTAL	XXX	8.67	XXX	8.67

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## DEPARTMENT OF CITY ATTORNEY

### Department Head

David C. Rashid

### Major Activities

Activities of the City Attorney include providing legal advice to the Mayor, Common Council and departments, and conducting all pretrials before municipal court.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 258,561	\$ 348,560	\$ 291,110	-16.48%	\$ 283,370	-18.70%
No. of Employees (FTE)	2	2	2	0%	2	0%

### Budget Adjustments

#### Increases (Decreases) to Expenditures Requested

**Mayor Recommended**                      \$        (7,740)

#### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$7,740 reduction in the City Attorney's budget.



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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Department of Legal and Administrative Services (DOLAS)/City Attorney	<b>Budget:</b> City Attorney/ External Legal Services/ADA Compliance
<b>Program:</b> General Government	<b>Submitted by:</b> David C. Rashid

**Goals/Responsibilities:**

Provide legal advice to the Mayor, Common Council, department heads and duly constituted boards and commissions, and conduct all of the legal business in which the City has an interest. Coordinate, conduct and supervise litigation involving the City. Aid in the administration of the Equal Opportunity and Fair Labor Standards Acts, Americans with Disabilities Act, employee health and life insurance, unemployment and workers compensation programs. Oversee labor contract administration. Negotiate any matters requiring impact bargaining with the City's labor unions. Designate Risk Management responsibilities. Oversee and assist in the recodification of the Neenah Municipal Code and continuing updates to the code. Supervise the work of the Attorney's Office and advise the City Clerk's Office. Supervise and manage City's response to litigation in which it becomes involved. Fulfill the duties of the Americans with Disabilities Act (ADA) Coordinator.

**Activities:**

Attend Common Council, Finance and Personnel Committee, and Board of Public Works meetings as well as other committee meetings as requested by the Mayor. Assist in administrative appeals before the Common Council or delegated committees by either prosecuting the City's interest in the matter or advising the appeal tribunal regarding issues of administrative procedure and due process consideration. Act as voting member of the Board of Public Works. Represent the City in labor negotiations, including arbitration and mediation proceedings. Research, draft, present pleadings necessary in the prosecution or defense of litigation involving the City. Represent the City in legal disputes. Supervise outside counsel work on behalf of the City. Draft and/or review ordinances, resolutions, contracts, leases and indentures. Negotiate contract terms with the various vendors and service providers to the City in cooperation with the department head of jurisdiction. Advise Mayor, Common Council members and other departments as requested. Review and settle liability claims per Cities & Villages Mutual Insurance Company rules and City of Neenah claims policy. Supervise the legal department's paralegal, and provide counsel to the City Clerk's Office.

**2024 Accomplishments:**

- Met with department heads and other key figures.
- Attended IMLA conference in Washington, D.C.
- Negotiated further terms of several property acquisition transactions and TID establishments.
- Continued to defend the City against claims by the residents over various matters/properties.
- Successfully defended the City against a suit by the Wisconsin Realtors' Association regarding guest housing ordinance challenge.
- Successfully prosecuted scores of Municipal Court ordinance and other violations cases pending.
- Assisted Code Enforcement officer in review and completion of all new long form complaints, and circuit court abatement actions.
- Attended and participated in numerous meetings of deliberative boards.
- Continued comprehensive research and analysis of the issue of public trust doctrine as relates to revision of conceptual plan for Arrowhead district and eventual redevelopment thereon.
- Coordinated above with outside counsel, Bill Scott and Dir. Chris Haese, for navigation of process through Department of Natural Resources.
- Co-authored TDORA ordinance to permit expansion (on an events basis) of downtown alcohol purveyors' liquor provisions.
- Co-authored Convenience Store ordinance amendment to permit the sale of certain alcohol products in stores selling fuel.
- Co-authored additional revisions to the City's Sign Code ordinance, Chapter 24.
- Revised further policies for use of social media and use of technology.
- On-going negotiations with police union to secure various side-letter agreements (amendments to collective bargaining agreement).
- Began early negotiations with police union in advance of expiration of multi-year labor agreement concluding in 2025.
- Assisted fire department with various employee disciplinary matters/issues.
- Assisted fire department with negotiation and contract review for station 31 remodeling/expansion.

**2025 Goals/Plans:**

- Continue work to update and create necessary City policies, as needed.
- Continue to prosecute municipal court citations and other enforcement matters, including circuit court abatement cases.
- Establish and formalize appeal procedures for dangerous animal, and other appealable violations contemplated by the Code.
- Complete revision and passage of new Sign & Zoning Code ordinances.
- Attend and participate in one or two major, municipal educational conferences.
- Assist in defense of litigation filed against the City.

**Major Increases and Decreases in 2025 Budget:**

Overall, when including all costs attributable to the City Attorney's office operations, the City Attorney's budget shows a slight net increase (@ 6.5%) in budget expenditures 2025 over 2024.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CITY ATTORNEY</b>								
<b><u>CITY ATTORNEY OPERATION (0901-705)</u></b>								
0101	Salaries	161,050	175,350	126,193	174,550	181,810	181,810	
0110	Health Insurance	36,840	38,990	29,250	38,990	45,500	44,000	
0111	Fringes	27,539	30,930	22,259	30,790	32,260	32,260	
0115	Schools/Seminars/Training	1,100	6,600	3,990	7,980	8,000	5,000	
0123	Auto Allowance	149	200	235	240	200	200	
0202	Outside Printing	445	100	56	130	130	130	
0203	Postage	246	250	169	250	250	250	
0207	Dues & Memberships	1,573	2,500	1,356	2,500	2,550	1,550	
0218	Maint of Software	149	200	180	300	300	300	
0227	Cellular Telephone	1,052	960	1,013	1,020	960	960	
0236	Outside Services	0	0	419	1,000	0	0	
0238	Professional Services	158	1,000	1,006	1,010	0	0	
0254	Printer / Copies	491	500	448	500	500	500	
0255	IS Services / Internal	13,650	14,070	10,553	14,070	12,400	12,400	
0258	GIS Services/Internal	8,950	0	0	0	0	0	
0261	Misc Expenditures	56	100	0	100	100	100	
0301	Office Supplies	495	500	436	550	600	600	
0302	Inhouse Printing	0	10	0	0	0	0	
0303	Computer Oper Supplies	0	50	0	0	0	0	
0308	Books and Periodicals	4,618	4,800	3,204	4,800	4,800	3,200	
0343	Small Program Packages	0	750	328	750	0	0	
0344	Small Equipment	0	200	0	0	0	0	
0347	Small Computer Hardware	0	500	113	120	750	110	
<b>CITY ATTORNEY OPERATIONS</b>		<b>258,561</b>	<b>278,560</b>	<b>201,208</b>	<b>279,650</b>	<b>291,110</b>	<b>283,370</b>	<b>4,810</b>
Percent Budget Change								<b>1.73%</b>
<hr/>								
<b><u>EXTERNAL LEGAL SERVICES (0905-705)</u></b>								
0238	Professional Services	0	70,000	11,995	15,000	0	0	
<b>PROSECUTION/EXTERNAL LEGAL SERVICES</b>		<b>0</b>	<b>70,000</b>	<b>11,995</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>(70,000)</b>
Percent Budget Change								<b>-100.00%</b>
<hr/>								
<b>CITY ATTORNEY</b>		<b>258,561</b>	<b>348,560</b>	<b>213,203</b>	<b>294,650</b>	<b>291,110</b>	<b>283,370</b>	<b>(65,190)</b>
Percent Budget Change								<b>-18.70%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
City Attorney
<b>Program:</b>
General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
City Attorney	21	1.00	21	1.00
Legal Assistant/Paralegal	8	<u>1.00</u>	8	<u>1.00</u>
TOTAL	XXX	2.00	XXX	2.00

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# DEPARTMENT OF CITY CLERK

## Department Head

Char Nagel

## Major Activities

The City Clerk maintains official Council proceedings, appointed committee agendas and minutes, and acts as the custodian of city records; provides prompt, courteous and professional customer service; issues statutory and ordinance assigned licenses; publishes legal notices required by law; administers elections in a manner that assures public confidence in accuracy and fairness.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 256,900	\$ 325,460	\$ 295,830	-9.10%	\$ 294,330	-9.56%

No. of Employees (FTE)	2	2	2	0%	2	0%
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## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recommended                      \$        (1,500)

### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$1,500 reduction in the City Clerk's budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Department of Legal and Administrative Services (DOLAS)/City Clerk	<b>Budget:</b> City Clerk/ Elections/Board of Review
<b>Program:</b> General Government	<b>Submitted by:</b> Charlotte Nagel

**Goals/Responsibilities:**

Provide mandated services to the general public, voter registration, licensing, records retention and management, custody of the Corporate Seal. Act as Secretary to the Council. Administer all elections. Attest and certify to the correctness of the assessment roll and conduct the annual Board of Review.

**2024 Accomplishments:**

- Administered four elections Spring Primary, Presidential Preference & Spring Election, Partisan Primary, and General Administer four elections including Spring Primary, Spring (Presidential Preference), Partisan Primary Election, General (Presidential) Election.
- Continued training Chief Inspectors and Poll Workers on the election process and Badger Books.
- Continued implementation of the Help America Vote Act of 2002 (HAVA); HR811 Voter Confidence and Increased Accessibility Act 2007; 2011 Wisconsin Act 227; 2011 Wisconsin Act 45; the Move Act of 2012; the 2012 Consent Decree reporting requirements and reporting election cost estimates; the on-line Click & Mail Absentee Voting System for military and overseas voters and on-line voter registration and absentee ballot.
- Implemented numerous Legislative updates for elections including new absentee ballot process.
- Continued education and training new Deputy Clerk on all aspects of the position.
- Continued working on implementation of new indexing system for ordinances, resolutions, agreement, etc. including electronic scanning of records.
- 2024 Board of Review.

**2025 Goals/Plans:**

- Prepare and maintain all City Council and assigned Committee records and other official city documents in a timely manner.
- Issue a variety of licenses as required by state statute and assigned by ordinance.
- Administer two elections: Spring Primary and Spring Election.
- 2025 Board of Review.
- Review and update ordinances pertaining to the Clerk's Office appropriately.
- Assist in the identification on selection of agenda and minutes software.
- Expand the City's offerings of online form submission and payment.
- Continue to improve Special Event Permitting approval process.
- Improve the overall records management process.

**Major Increases (Decreases) in 2025 Budget:**

***City Clerk.***

- Health Insurance: Increase due to market conditions.

***Elections***

- Overall: The overall election budget decreased due to two elections in 2025 versus four in 2024.

***Board of Review***

- There are no major changes for Board of Review. It is anticipated that 2025 will be a typical year of Board of Review.



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CITY CLERK</b>								
<b><u>CITY CLERK OPERATIONS (0915-705)</u></b>								
0101	Salaries	119,902	128,890	93,553	132,560	138,690	138,690	
0103	Temporary Wages	2,438	5,400	1,646	2,000	0	0	
0110	Health Insurance	36,840	38,990	29,250	38,990	45,500	44,000	
0111	Fringes	22,466	23,480	16,645	23,180	25,250	25,250	
0115	Schools/Seminars/Training	865	2,500	700	2,500	2,500	2,500	
0123	Auto Allowance	0	100	0	100	100	100	
0202	Outside Printing	434	1,000	656	1,000	1,000	1,000	
0203	Postage	1,074	1,000	824	1,000	1,000	1,000	
0207	Dues & Memberships	165	350	745	750	1,000	1,000	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0218	Maint of Software	0	150	0	150	0	0	
0227	Cellular Telephone	464	480	617	620	1,000	1,000	
0236	Outside Services	5,872	5,000	2,137	5,000	5,000	5,000	
0254	Printer / Copies	1,963	1,950	1,603	1,950	2,100	2,100	
0255	IS Services / Internal	16,030	14,590	10,943	14,590	15,000	15,000	
0258	GIS Services/Internal	7,360	0	0	0	0	0	
0301	Office Supplies	860	1,000	54	1,000	1,000	1,000	
0303	Computer Oper Supplies	0	250	0	250	0	0	
0308	Books and Periodicals	233	600	179	600	600	600	
0318	Maps and Records	630	600	300	600	600	600	
0333	All Other Supplies	0	200	0	200	200	200	
0344	Small Equipment	0	200	0	200	250	250	
0347	Small Computer Hardware	0	250	0	250	250	250	
	<b>CITY CLERK OPERATIONS</b>	<b>217,596</b>	<b>227,080</b>	<b>159,852</b>	<b>227,590</b>	<b>241,140</b>	<b>239,640</b>	<b>12,560</b>
<hr/>								
<b><u>ELECTIONS (0916-705)</u></b>								
0103	Temporary Wages	17,875	52,200	32,659	50,000	24,000	24,000	
0111	Fringes	665	2,090	1,308	2,000	1,000	1,000	
0202	Outside Printing	4,425	1,000	1,120	1,120	1,000	1,000	
0203	Postage	5,837	20,000	14,536	20,000	7,500	7,500	
0206	Advertising & Publication	207	500	69	500	500	500	
0212	Maint of Office Equipment	4,512	5,500	4,664	5,500	5,500	5,500	
0236	Outside Services	2,871	10,000	7,014	10,000	8,000	8,000	
0301	Office Supplies	1,170	1,000	1,240	2,000	1,000	1,000	
0303	Computer Oper Supplies	0	200	0	200	0	0	
0333	All Other Supplies	0	1,000	207	1,000	1,000	1,000	
0342	Tech Service Supplies	0	3,000	0	3,000	3,000	3,000	
0344	Small Equipment	151	200	0	200	200	200	
0347	Small Computer Hardware	0	0	0	0	200	200	
	<b>ELECTIONS</b>	<b>37,713</b>	<b>96,690</b>	<b>62,817</b>	<b>95,520</b>	<b>52,900</b>	<b>52,900</b>	<b>(43,790)</b>
<hr/>								
<b><u>BOARD OF REVIEW (0917-705)</u></b>								
0103	Temporary Wages	875	1,100	600	600	1,100	1,100	
0111	Fringes	16	20	11	20	20	20	
0115	Schools/Seminars/Training	140	140	0	0	140	140	
0203	Postage	0	30	0	0	30	30	
0206	Advertising & Publication	152	150	239	240	250	250	
0236	Outside Services	408	200	0	0	200	200	
0333	All Other Supplies	0	50	0	0	50	50	
	<b>BOARD OF REVIEW</b>	<b>1,591</b>	<b>1,690</b>	<b>850</b>	<b>860</b>	<b>1,790</b>	<b>1,790</b>	<b>100</b>
<hr/>								
<b>CITY CLERK</b>		<b>256,900</b>	<b>325,460</b>	<b>223,519</b>	<b>323,970</b>	<b>295,830</b>	<b>294,330</b>	<b>(31,130)</b>
						<b>Percent Budget Change</b>		<b>-9.56%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
City Clerk
<b>Program:</b>
General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
City Clerk	16	1.00	16	1.00
Deputy Clerk	7	<u>1.00</u>	7	<u>1.00</u>
TOTAL	XXX	2.00	XXX	2.00

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# DEPARTMENT OF HUMAN RESOURCES AND SAFETY

## Department Head

Amy Fairchild

## Major Activities

Human Resources and Safety areas of responsibility include: policy development, recruitment and selection, benefit administration, advising Department Heads on personnel matters, labor relations, safety programs, worker's compensation, implementation and maintenance of merit/system/performance reviews, employee development, compensation, and employee records management.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 301,214	\$ 319,560	\$ 330,660	3.47%	\$ 329,910	3.24%
No. of Employees (FTE)	2.6	2.6	2.6	0%	2.6	0%

## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recomendended                      \$            (750)

### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$750 reduction in the Human Resource budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Human Resources and Safety	<b>Budget:</b> Human Resources and Safety
<b>Program:</b> General Government	<b>Submitted by:</b> Amy Fairchild

**Goals/Responsibilities:**

Provide personnel administration for City employees to include recruitment, benefits, safety, policy development, salary administration and employee relations. Explore ways to control salary and benefit costs through development/update of plans while keeping them competitive with public and private sector. Recruit, select and hire employees. Act as a resource for department heads, supervisors and employees to counsel, answer employment-related questions and resolve employee-related issues. Conduct and assist in investigations. Responsible for the development, maintenance and organization of employee records, inclusive of safety-related programs, training and workers compensation. Maintain compliance with state and federal laws to include Equal Employment Opportunity, Fair Labor Standards Acts, Americans with Disabilities Act, Family and Medical Leave Act, etc. Designated Risk Management responsibilities. Assist the City Attorney on Labor Relations and Negotiations.

**Activities:**

Oversee all functions of human resources and safety to include recruitment and selection, compensation, employee benefits, worker's compensation, safety, personnel policies and performance management and discipline.

**2024 Accomplishments:**

- Filled several vacancies including the hiring and onboarding of a new Fire Chief and the promotion of the Current Director of IT
- In collaboration with our benefit broker, M3 insurance, an update to our plan structure was provided to assist with reduced costs within the health insurance. This is year three of three of the agreed contract which includes a rate cap requiring the need to go to market for the best possible
- Completion of the new benefits technology platform known as Bentek for improved services to employee benefits and enrollment processes.
- Completion of the salary plan review and appeals process as conducted by Carlson Dettman Consulting.
- Implemented the proposed pay plan structure to mitigate pay plan compression and align all positions within one unified pay plan.
- Worked with Culture Team to implement the Mission and Core Values of the City
- Carried out safety initiatives with efforts of the SAFE Team
- Coordinated annual audiograms, random drug screens, etc.
- Developed and implemented an updated evaluation process
- Worked on HR standardization of work and process standardization
- Monitored use and costs of employee clinic to determine alignment with cost saving solutions and strategies
- Advised leadership on personnel and employee relations concerns
- Presented to Finance and Personnel Committee, Council, Water Commission, Joint Finance, Fire Commission, Police Commission, Library Board and Parks and Rec Commission as needed

**2025 Goals/Plans:**

In addition to the above, work to train and develop new Human Resources team. Finalized implementation of new Bentek software. Continue standardization of work progress for HR processes and procedures. Continued focus on revision of the City's performance evaluation process and updating policies and procedures in alignment with best practices and the City's Mission and Values. Enhanced focus on employee engagement by way of improved culture and recognition program.

**Major Increases (Decreases) in 2025 Budget:**

Salaries and Fringe are up due to 2025 expected wage increases. Consolidation of employee recognition and culture into Human Resources.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
HUMAN RESOURCES & SAFETY								
OPERATIONS (1001-707)								
0101	Salaries	194,950	208,650	141,698	197,850	205,050	205,050	
0103	Temporary Wages	3,809	0	0	0	0	0	
0110	Health Insurance	18,360	19,490	14,580	19,490	22,750	22,000	
0111	Fringes	33,644	35,380	24,027	33,550	34,980	34,980	
0115	Schools/Seminars/Training	0	5,700	4,224	5,000	4,500	4,500	
0123	Auto Allowance	410	500	0	500	500	500	
0128	Empl Recognition Awards	700	0	41	700	0	0	
0203	Postage	242	400	49	400	400	400	
0206	Advertising & Publication	8,458	7,000	3,730	7,000	7,000	7,000	
0207	Dues & Memberships	314	630	399	650	650	650	
0218	Maint of Software	0	130	0	130	0	0	
0227	Cellular Telephone	981	750	269	500	450	450	
0236	Outside Services	13,816	10,000	6,707	10,000	9,000	9,000	
0254	Printer / Copies	2,128	2,180	1,562	2,180	2,300	2,300	
0255	IS Services / Internal	14,270	14,670	11,003	14,670	18,000	18,000	
0258	GIS Services/Internal	740	0	0	0	0	0	
0264	Drug & Alcohol Testing	2,734	3,000	1,934	3,000	3,000	3,000	
0265	EE Safety Compliance Acct	4,941	9,500	4,160	9,500	5,500	5,500	
0301	Office Supplies	717	1,000	306	1,000	1,000	1,000	
0302	Inhouse Printing	0	30	0	30	30	30	
0303	Computer Oper Supplies	0	50	21	50	50	50	
0308	Books and Periodicals	0	50	0	50	50	50	
0347	Small Computer Hardware	0	450	1,688	1,690	450	450	
OPERATIONS		301,214	319,560	216,398	307,940	315,660	314,910	(4,650)
Percent Budget Change								-1.46%
CULTURE & RECOGNITION (1002-707)								
0236	Outside Services	0	0	0	0	15,000	15,000	
CULTURE & RECOGNITION		0	0	0	0	15,000	15,000	15,000
HUMAN RESOURCES & SAFETY								
		301,214	319,560	216,398	307,940	330,660	329,910	10,350
Percent Budget Change								3.24%

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Human Resources & Safety
<b>Program:</b>
General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
PART TIME				
HR Admin. Asst	8	0.80	8	0.80
Recruiter / HR Coordinator	9	<u>0.80</u>	9	<u>0.80</u>
TOTAL	XXX	2.60	XXX	2.60



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MUNICIPAL ADMINISTRATION BUILDING	
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**Department Head**

Gerry Kaiser

### Major Activities

The Department is responsible for the operation and maintenance of the City Administration Building (City Hall). This includes all building and grounds upkeep, utilities, cleaning, janitorial and furnishings. This includes 5% of the personnel services cost of the Building Manager being charged to the Public Library budget.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 334,582	\$ 326,620	\$ 367,500	12.52%	\$ 366,210	12.12%

No. of Employees (FTE)	0.95	0.95	1.95	105.26%	1.95	105.26%
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### Budget Adjustments

**Increases (Decreases) to Expenditures Requested**

<b>Mayor Recommended</b>	<b>\$ (1,290)</b>
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*Mayor's Comments:*

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$750 reduction in the Human Resource budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Municipal Building Operations
<b>Program:</b> General Government	<b>Submitted by:</b> Gerry Kaiser

**Municipal Building  
(010-1801)**

**Goals/Responsibilities:**

Maintain and repair the City Administration Building and provide technical advice for other City buildings. Contract for centralized purchases of common custodial services and maintenance supplies. Inspect and maintain mechanical equipment.

**2024 Accomplishments:**

- Completed roof coating.
- Completed HVAC system upgrade for the third floor.
- Completed the elevator upgrade.
- Continued arrangements to televise Common Council meetings.
- Hired building custodian to provide building cleaning and maintenance services.

**2025 Goals/Plans:**

- Continue addressing handicapped accessibility issues.
- Complete projects identified in the capital improvement program.

**Major Increases (Decreases) in 2025 Adopted Budget:** None

**Training Center/Redundant Data Center  
(010-1802)**

**Goals/Responsibilities:**

Maintain and repair the Training Center/Redundant Data Center located in Fire Station 31 in coordination with NMFR and the Health Clinic.

**2024 Accomplishments:**

- Maintained facility.

**2025 Goals/Plans:**

- Maintain facility.
- Continue to coordinate maintenance of Training Center with Information Systems and Neenah-Menasha Fire Rescue.

**Major Increases (Decreases) in 2025 Budget:** None

**Monument Maintenance  
(010-1803)**

**Goals/Responsibilities:**

Maintain and repair the City's monuments, including the Clock Tower and streetscape sculptures.

**2024 Accomplishments:**

- Maintained items as appropriate.

**2025 Goals/Plans:**

- Maintain items as appropriate.

**Major Increases (Decreases) in 2025 Budget:**

- Increased Outside Services to reflect a shift in costs for Gateway Park maintenance charges from the Parking Utility to Monument Maintenance.
- Increased Electricity to reflect a correction to electricity charges for the Clock Tower.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Municipal Building Operations
<b>Program:</b> General Government	<b>Submitted by:</b> Gerry Kaiser

**Capital Outlay**  
**(010-1881)**

**Goals/Responsibilities:**

Purchase furniture and other equipment as needed to maintain an efficient and ergonomic work environment.

**2024 Accomplishments:**

- Purchased furniture and equipment as per budget.

**2025 Goals/Plans:**

- Purchase equipment as per budget.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>MUNICIPAL BUILDING</b>								
<b><u>OPERATIONS (1801-709)</u></b>								
0101	Salaries	60,896	100,480	63,830	98,720	105,690	105,690	
0103	Temporary Wages	4,356	0	0	0	0	0	
0104	Overtime Wages	0	150	0	0	0	0	
0110	Health Insurance	16,200	32,310	8,470	32,310	38,910	37,620	
0111	Fringes	12,218	20,610	9,704	20,250	22,190	22,190	
0213	Maint of Motor Vehicles	12	100	0	100	0	0	
0214	Maintenance of Buildings	50,221	30,000	25,806	30,000	32,000	32,000	
0216	Maint of Operating Equip	5,917	2,000	0	2,000	2,000	2,000	
0218	Software Maintenance	0	200	0	200	0	0	
0219	Maintenance of Land	3,140	3,200	1,994	2,000	0	0	
0221	Telephone	8,081	12,000	5,684	10,000	11,000	11,000	
0222	Electricity	55,531	54,000	32,675	54,000	59,000	59,000	
0223	Natural Gas	9,755	16,000	4,628	15,000	16,000	16,000	
0224	Water & Sewer	3,366	3,450	2,658	3,500	3,700	3,700	
0225	Commercial Dumpster	948	1,000	779	1,040	1,100	1,100	
0226	Storm Water	1,428	1,390	1,103	1,470	1,540	1,540	
0227	Cellular Telephone	0	0	134	140	0	0	
0236	Outside Services	58,609	1,800	14,727	18,000	16,000	16,000	
0237	Pest Control	983	1,000	752	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	3,113	1,650	1,687	1,690	3,130	3,130	
0294	Oil and Fluids/Fleet	74	90	72	90	0	0	
0296	Maint of Equipment/Fleet	0	440	0	400	0	0	
0301	Office Supplies	153	100	35	100	100	100	
0302	Inhouse Printing	0	10	0	10	10	10	
0303	Computer Operating Supply	0	150	0	150	0	0	
0306	Cleaning/Janitor Supplies	7,984	9,000	4,856	9,000	9,000	9,000	
0310	Gasoline & Oil	2,062	2,000	1,667	2,000	2,100	2,100	
0313	Vehicle Maint Supplies	0	50	0	50	50	50	
0314	Building Maint. Supplies	3,628	4,000	997	4,000	4,000	4,000	
0315	Land Maintenance Supplies	390	300	572	1,000	1,000	1,000	
0316	Equip. Maint. Supplies	131	300	69	300	300	300	
0319	Safety Supplies	1,909	2,000	0	2,000	2,000	2,000	
0320	Small Tools	2,011	2,500	1,701	2,500	2,500	2,500	
0333	All Other Supplies	2,996	2,200	1,887	2,500	2,500	2,500	
0344	Small Equipment	51	1,200	0	1,000	1,000	1,000	
0345	Shop Supplies	1,082	1,000	789	1,000	1,000	1,000	
<b>OPERATIONS</b>		<b>317,245</b>	<b>306,680</b>	<b>187,276</b>	<b>317,520</b>	<b>338,820</b>	<b>337,530</b>	<b>30,850</b>
<b><u>TRAINING/REDUNDANT DATA (1802-709)</u></b>								
0214	Maintenance of Buildings	3,241	2,750	1,645	2,800	3,000	3,000	
0216	Maint of Operating Equip	0	200	0	200	200	200	
0219	Maintenance of Land	0	150	0	150	150	150	
0222	Electricity	4,255	3,900	2,568	4,200	4,500	4,500	
0223	Natural Gas	1,455	1,900	813	1,800	1,900	1,900	
0224	Water & Sewer	285	280	234	300	320	320	
0225	Commercial Dumpster	34	40	28	40	40	40	
0226	Storm Water	274	250	222	300	260	260	
0236	Outside Services	1,759	1,200	1,397	1,400	1,400	1,400	
0237	Pest Control	182	120	129	130	120	120	
0306	Cleaning/Janitor Supplies	175	350	389	390	300	300	
0314	Building Maint. Supplies	0	100	481	550	100	100	
0333	All Other Supplies	49	50	42	50	50	50	
<b>TRAINING/REDUNDANT DATA</b>		<b>11,709</b>	<b>11,290</b>	<b>7,948</b>	<b>12,310</b>	<b>12,340</b>	<b>12,340</b>	<b>1,050</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>MONUMENT MAINTENANCE (1803-709)</u></b>								
0102	Hourly Wages	396	0	0	0	0	0	
0111	Fringes	74	0	0	0	0	0	
0222	Electricity	1,679	1,360	1,339	2,000	2,150	2,150	
0226	Storm Water	84	90	63	90	90	90	
0236	Outside Services	0	100	765	770	7,000	7,000	
0333	All Other Supplies	0	100	0	100	100	100	
	<b>MONUMENT MAINTENANCE</b>	<b>2,233</b>	<b>1,650</b>	<b>2,167</b>	<b>2,960</b>	<b>9,340</b>	<b>9,340</b>	<b>7,690</b>
<b><u>CAPITAL OUTLAY (1881-709)</u></b>								
8108	Office Furniture & Equip.	3,274	5,000	4,170	5,000	5,000	5,000	
8133	All Other Equipment	121	2,000	2,335	2,340	2,000	2,000	
	<b>CAPITAL OUTLAY</b>	<b>3,395</b>	<b>7,000</b>	<b>6,505</b>	<b>7,340</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>
<b>MUNICIPAL BUILDING</b>		<b>334,582</b>	<b>326,620</b>	<b>203,896</b>	<b>340,130</b>	<b>367,500</b>	<b>366,210</b>	<b>39,590</b>
Percent Budget Change								<b>12.12%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Public Works
<b>Program:</b>
General Government

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Buildings Manager	11	0.95	11	0.95
Building Custodian	7	<u>1.00</u>	7	<u>1.00</u>
TOTAL	XXX	1.95	XXX	1.95



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# NEENAH POLICE DEPARTMENT

**Department Head**

Aaron Olson

## Major Activities

The Police Department is committed to the City's goal of enhancing the quality of life in Neenah. We provide the historical core functions of policing - protecting lives and property - and add an emphasis on protecting rights, as well. Our operating philosophy recognizes our reliance upon community participation and interaction. Most of our programs are community partnerships. Our primary services include neighborhood policing, crime prevention, criminal investigation, traffic and pedestrian safety, and order maintenance. Supporting programs and services include animal control, nuisance abatement, neighborhood watch, "Charlie Check-First", school crossing guards, school liaison officers, honor guard, and many others. We staff a full-time crime prevention officer, a drug enforcement officer, two school liaison officers, a training officer, on-call emergency response and tactical teams, and an investigative team, as well as many other specialty assignments.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 7,607,718	\$ 8,392,880	\$ 8,781,640	4.63%	\$ 8,686,050	3.49%
No. of Employees (FTE)	56.2	57.2	57.2	0%	57.2	0%

### **Budget Adjustments**

### **Increases (Decreases) to Expenditures Requested**

<b>Mayor Recomemended</b>	<b>\$ (95,590)</b>
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Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$95,590 reduction in the Police Department's budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> Police Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**Goals/Responsibilities**

We are Neenah's Guardians. We keep our community safe; while respecting the rights and dignity of every person we have contact with, whether victim, witness or suspect. The two major emphases of our department are: to treat all people with dignity and respect and to have out-of-squad-car experiences with our community.

**Activities**

In 2024, the Neenah Police Department hired three new patrol officers and two new Community Service Aides.

Most of our regular activities can be divided into four primary categories:

***Crime Control***

- Respond to and stop active criminal activity
- Investigate and document past crimes
- Make criminal arrests and referrals
- Provide courtroom testimony
- Present crime prevention strategies
- Conduct security surveys
- Engage in preventive patrols
- Educate public about crimes/criminals/trends
- Post requests for information on social media
- Assist other agencies in crime responses
- Train employees
- Maintain approved force options

***Traffic Safety***

- Investigate and document traffic collisions
- Correct traffic hazards
- Respond to traffic complaints
- Monitor/reduce speeds
- Control drunken driving
- Issue traffic citations and warnings
- Engage in high-visibility patrols
- Educate the public about traffic safety
- Confirm driver license status
- Provide traffic direction
- Conduct focused traffic initiatives
- Conduct speed surveys
- Share data with City Traffic Engineer

***Quality-of-Life Maintenance***

- Resolve neighbor disputes
- Provide stand-by services
- Conduct vacation checks
- Enforce miscellaneous ordinance violations
- Unlock vehicles
- Conduct animal control activities
- Manage nuisance abatement program
- Enforce parking violations
- Provide lost/found services

***Community Engagement***

- Promote department services to the public
- Maintain strong news media relations
- Conduct citizens' academies
- Present self-defense classes
- Maintain strong relations with schools, employers and community groups
- Participate in parades and special events
- Conduct station tours
- Participate in community events
- Maintain a vibrant social media presence
- Participate in classroom presentations

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> Police Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**2024 Accomplishments (January to August 2024)**

We have continued our efforts to initiate “out-of-squad” contacts that provide friendly, high-visibility connections with citizens.

Other accomplishments over the past year include the following:

- Completed our Building Expansion Project
- Began phase II of internal office upgrades to create a more efficient work environment
- Hosted the Department Award Banquet honoring the men and women that serve the agency (1/10/2024)
- Hosted a 150<sup>th</sup> Anniversary Medallion Event for the finders of the coins in 2023 (2/29/24)
- Trained five additional officers on bike patrol operations
- Continued to enhance the Department's employee wellness program
- Obtained the Meridian Rapid Defense Barrier System to help protect our community during special events
- Continued researching the history of the Neenah Police Department
- Continued to enhance the Department's mentorship program
- Participated in the annual Police Lights of Christmas events
- Had a member become part of the Wisconsin's Law Enforcement Death Response (LEDR) Team
- Played a leadership role in the Special Olympics, Rotary, Leadership Fox Cities, YMCA, Fox Valley Tech Criminal Justice Advisory Board, Youth Go and Friendship Place
- Continued ongoing relationship with the Fox Valley Technical College, to include free training space for equipment donation
- Participated in all Child Abduction Review Team (CART) meetings/tabletops, Child Death Review Team meetings, Child Abduction Response Team meetings, Tri-County Sexual Assault Review Team and Internet Crime Against Children Task Force (ICAC) and many more teams and committees
- Worked to enhance our Wisconsin Incident Based Reporting (WIBRS) compliancy
- Worked to enhance our partnership with the Neenah Animal Shelter
- Participated in city-wide emergency operations training
- Streamlined report process to make it more time efficient, which is an ongoing task
- Assisted with statewide child forensic interview training
- Improved the Department's lost and found program
- Further enhanced the Crime Analyst position to track and analyze crime trends
- Continued our citizen survey program
- Continued to conduct thorough use-of-force investigations
- Improved our bias training
- Participated in National Night Out (8/6/2024)
- Participated in active shooter training with other local law enforcement agencies
- Hired two new police officers and sent all of them to the Police Academy
- Hired two new Community Service Aides
- Completed one specialty process for the position of School Resource Officer
- Completed one specialty process for the position of Investigator
- Completed one promotional process for the position of Investigative Sergeant
- Completed one promotional process for the position of Captain of Operations
- Continued our voluntary fitness incentive challenge program
- Completed a complete internal audit of our evidence facilities, which resulted in 100% accuracy
- Continued to densify our social media outreach
- Conducted numerous traffic initiatives, educating motorists and pedestrians on traffic laws and safety.
- Sent one supervisor to the Wisconsin Command College
- Sent employees to various training courses and seminars to enhance their skills and knowledge
- Maintained our accreditation status

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
SUPPLEMENTARY DETAIL WORKSHEET FOR  
GENERAL EXPENSE & CAPITAL OUTLAY**

<b>Department/Office:</b> Police	<b>Budget:</b> Police Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**2025 Goals/Plans**

- Continue to build on our Neighborhood Policing strategy
- Send one supervisor to the Wisconsin Command College
- Send two supervisors to the Leading Police Organization school (LPO)
- Send one supervisor to Leadership Fox Cities
- Enhance our Tactical Emergency Medical Support program with Neenah-Menasha Fire Department
- Create a Citizen's Police Academy to help our citizens understand law enforcement procedures and policies
- Keep expenses at or below median for municipalities with a population of 17,500-30,000

**Major Increases (Decreases) in 2025 Budget Request:**

\$22,500 increase in Overtime (0104) due to patrol operations/coverage and various special events

\$10,410 decrease in Training (0115) due to the coverage, availability and in-house training facility

\$8,270 decrease in Electricity (0222) due to the installation of efficient, cost saving systems

\$5,500 decrease in Cellular Telephones (0227) due to better service and plans

\$14,710 increase in IS Service Fee (0255) per Information Technology Department

\$3,500 increase in Evidence Room (0351) due to being a new line item and better accountability

\$3,000 increase in the Citizens Police Academy (0352) being a new line item and program planned for 2025

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> Police Firing Range
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**POLICE FIRING RANGE (2103-711)**

**Goals/Responsibilities**

Our firing range budget provides for use-of-force training in firearms, less lethal weapons and other defensive tools. Our officers are trained to State standards and industry best practices to handle a full spectrum of force incidents, including active shooters. Many of our employees are also involved in providing crisis incident training to other agencies around the state of Wisconsin and to students at Fox Valley Technical College. We are recognized as a leading training agency in the state by the Department of Justice Training and Standards Bureau.

**Activities**

- Range dry-fire exercises
- Reloading and malfunction drills
- Simulation (non-lethal training ammunition) exercises (marking cartridges)
- SIRT training (non-live fire that uses lasers to identify shot placement)
- Scenario and isolation exercises
- Active shooter team responses, including inter-departmental training
- Moving target drills
- Movement and cover exercises
- Less-lethal force and changing force drills

**2024 Accomplishments**

- Maintained 100% compliance with State of Wisconsin Handgun Standards
- Hosted our first outside agency shoot at the Neenah Police Department range
- Continued to implement Micro Red Dot Sight (MRDS) program for duty use of handguns

**2025 Goals/Plans**

- Maintain 100% compliance with State of Wisconsin Handgun Standards
- Maintain 24+ hours of continued training for all sworn members
- Continue to transition officers to Micro Red Dot Sight (MRDS) system on their handguns
- Utilize a vehicle in the new range for officer shooting/fighting around vehicles quarterly shoot
- Perform more firearms training

**Major Increases/Decreases in 2025 Budget Request**

\$3,000 decrease in Targets & Ammunition (0329) due to having our own internal range

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> School Liaison Program
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**SCHOOL LIAISON PROGRAM (2104-711)**

**Goals/Responsibilities:**

The School Resource Officer (SRO) program is our strongest partnership program. It provides educational and preventive opportunities for our children that reduce their involvement in drugs, gangs and crime. It also works to identify and prevent crimes against children. Our SRO program is perhaps our most successful community program within the department.

**Activities:**

- Conduct daily patrols in and around schools
- Give classroom presentations
- Investigate and document crimes
- Act as juvenile law expert for the department
- Monitor and enforce truancy violations
- Participate in school board meetings as requested by the district
- Testify in expulsion hearings
- Provide security at school events/games
- Respond to reports of crimes/disturbances in schools
- Conduct parking lot checks and school parking enforcement
- Serve as a liaison between the police department, Neenah Joint School District and Winnebago County Human Services
- Welfare checks - work with school staff on mental health aspect for students
- Work with the Threat Assessment Team to streamline and modify the District's threat assessment process
- Researched and proposed new safety protocols for the District; "I Love You Guys" Foundation
- Assisted the District with transitional planning to the new Neenah High School in Fox Crossing

**2024 Accomplishments: (These statistics are only from January to June 2024)**

- Responded to 386 calls for service around the schools and district during these months.
  - Of those 386 calls, SROs investigated or assisted with 22 sexual assault cases. These large investigations require advanced training and careful coordination with the school district and families.
- Issued 25 citations to enforce various ordinance violations in the school district.
- Gave numerous presentations included a 4<sup>th</sup> amendment presentation to every 8<sup>th</sup> grader (~500 students), a sex crimes presentation to every 8<sup>th</sup> grader (~500 students), a responsibility safety talk (~246 kids) and numerous other smaller presentations.
- Provided law enforcement presence at school socials and community nights.
- Assisted Fox Crossing Police Department and the High School with spring graduation events.
- Contributed as members of the District Emergency Operations Planning Committee.
- Continued to develop professional relationships with new administrators in the district.
- Attended ALICE trainings to add a new level of safety to all schools in the district. They have been working on trying to incorporate this training in future safety planning.
- Investigated numerous tips from "Speak up - Speak Out" which required coordination with the school district's mental health coordinator.
- Began to implement new safety procedures for the school district including planning reunification exercises.
- Continued to attend other specialized SRO trainings and conferences around the state.
- Worked with the Threat Assessment Team to streamline and modify the district's threat assessment process.



- Worked with various other agencies who needed to meet with NJSD students.
- Started a new system putting a link on the student's Chromebook where they could request to meet with an SRO.
- Began vaping diversion education for all 4<sup>th</sup> graders.

**2025 Goals/Plans:**

- Continue our excellent working relationship with the NJSD, including enhancing relationships with new staff and all students.
- Work to improve safety protocols and standards. This includes routine tabletop exercise and trainings. In addition, focus additional training on reunification and implementing new ideas gained from the ALICE training.
- Continue to stay consistent with state level SRO standards.
- Take a detailed and focused approach to a vape diversion program in the middle school.
- Implement and start utilizing a new "SROApp". This will allow SROs to better track their daily activities and allow the school district to see real time statistics.
- Implement new sextortion trainings to students in the middle school.
- Rotate between all elementary schools each day regarding spending time with staff and students in the morning hours.

**Major Increases/Decreases in 2025 Budget Request:**

No Major Changes

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> Police Crossing Guards
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**POLICE CROSSING GUARDS (2105-711)**

**Goals/Responsibilities:**

The Crossing Guard Program manages the safe movement of pedestrian students before and after school through high-volume traffic locations.

**Activities:**

- Staff 15 regular locations twice per day
- Report violations to patrol
- Tabulate number of children crossing at each location
- Review crossing patterns for justification of positions

**2024 Accomplishments:**

- Conducted hiring process for additional crossing guards
- Completed an evaluation for each crossing guard
- Trained several new crossing guards
- Continued with annual training of safely crossing children
- Recognized our members in 2024 for Crossing Guard Appreciation Week
- Maintained a pool of several alternate crossing guards to fill open shifts

**2025 Goals/Plans:**

- Monitor traffic changes caused by detours, construction, etc. for impact on student safety
- Share information with the City Traffic Engineer to identify crossing guard locations that should be created/eliminated
- Continue with annual evaluations for each crossing guard after the 2024-25 school year
- Continue with annual training of safely crossing children
- Evaluate and implement necessary changes to crossing guard locations based on closures/consolidations /new locations of schools within the district for the 2025-26 school year.

**Major Increases/Decreases in 2025 Budget Request:**

No Major Changes

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> Code Enforcement
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**CODE ENFORCEMENT**

**Goals/Responsibilities:**

The purpose of this position is to provide general code enforcement functions and to administer and enforce municipal code pertaining to property maintenance and quality of life (i.e., junk and debris; junked, unlicensed, and improperly parked vehicles/trailers; signs; long grass; snow removal; vision clearance; dwelling maintenance; etc.). With these types of violations being one of the top complaints from citizens, it is essential to have a dedicated person to handle these types of complaints and to be proactive and address issues before they become bigger issues.

**Activities:**

- Plans and coordinates inspection work assignments and scheduling.
- Receives and investigates code enforcement complaints from members of the public, as well as other city officials.
- Proactively patrols looking for code enforcement violations, sometimes focusing on a specific type of violation or a specific area of the city.
- Educates residents, property owners and businesses on municipal code and works on gaining compliance for violations.
- Takes enforcement action as needed in the form of violation notices, administrative fees, municipal citations, and long form citations.
- Prepares citations for violations, issues citations to violators, and explains the citation and municipal court process. Inspects properties prior to court. Testifies in court about cases and the current state of defendants' properties.
- Works with other city officials and departments including sworn officers, the Department of Public Works, the Department of Community Development, city council, etc. regarding violations in the city.
- Fields questions from the public regarding municipal code.
- Assists the police department in miscellaneous duties as needed (i.e. traffic control, Excel/programming help, special projects).

**2024 Accomplishments:**

- In 2023, 1,168 total inspections were performed, and 438 new cases were started despite the fact code enforcement was on light duty or FMLA leave for over half the year. Additionally, 81% of code enforcement cases were closed without having to issue any fees or citations. So far in 2024, 1,488 inspections have been completed, 412 new cases have been started, and the rate for cases being closed without fees or citations is 80%.
- The Code Enforcement Standard Processes Guide continues to be updated, as needed.
- Code Enforcement Officer has been recognized by her peers multiple for her work ethic, attitude, and enthusiasm for professional growth and development.

**2025 Goals/Plans:**

- Incorporate the use of Survey 123 and other ESRI tools to efficiently keep track of statistics.
- Continue to update the Code Enforcement Standard Process Guide, as needed.
- Work towards reducing the number of citizen complaints.
- Address repeat offender properties and keep closer tabs on them when there is no active case to ensure they do not get out of hand again.

**Major Increases/Decreases in 2023 Budget Request:**

\$3,360 increase in IS Services/Internal (0258) per IT Department

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> CSA/Animal Control
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**CSA/ANIMAL CONTROL (2107-711)**

**Goals/Responsibilities:**

The Community Service Aide (CSA) program improves our ability to provide valued services to our community. CSA duties are limited to tasks that do not require a sworn officer. Additionally, we have found the CSA program is one of our best means of recruitment for sworn officer positions. We intend to grow the program and further enhance our recruitment ability for the future.

The CSA employees are also our parking enforcement officers, but those activities and associated costs are addressed under the parking budget.

**Activities:**

- Complete reports for non-criminal incidents
- Investigate and document animal complaints
- Enforce parking regulations
- Take lost/found property reports
- Manage found bike inventory
- Provide fingerprinting services, as needed
- Perform traffic control
- Assist at community events/parades
- Transport large property items to station
- Conduct vacation checks
- Enforce nuisance ordinances
- Assist disabled motorists

**2024 Accomplishments:**

- Provided more regularly scheduled coverage for parking enforcement and CSA staffing
- Hired two more CSAs
- Focused on additional training

**2025 Goals/Plans:**

- Continue to provide more regularly scheduled coverage for parking enforcement and CSA staffing
- Increase training to better prepare CSAs for future jobs in law enforcement
- Continue to recruit and hire more CSAs in an attempt to get to full staffing

**Major Increases/Decreases in 2025 Budget Request:**

\$3,000 increase to Outside Services (0236) increase annual cost to the Neenah Animal Shelter

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Police	<b>Budget:</b> K9 Program
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron L. Olson

**K9 PROGRAM (2109-711)**

**Goals/Responsibilities:**

The K9 Program exists as an enhancement to the patrol effort. The K9 Program provides a unique tool for locating contraband, recovering evidence, controlling subjects and finding subjects.

**Activities:**

- Conduct drug searches during search warrant execution
- Conduct drug sniffs on traffic stops
- Conduct school searches
- Assist in clearing buildings and conducting large searches
- Participate in community events and public appearances
- Train with other K9 teams several times per month

**2024 Accomplishments:**

- Due to the passing of K9 Bobby in January of 2024 and the retirement of K9 Cam in May of 2024, there are no major accomplishments to list.

**2025 Goals/Plans:**

- Transition to one patrol dog
- Transition Patrol Lieutenant to K9 Unit Supervisor
- Organize an annual fundraising event

**Major Increases/Decreases in 2025 Budget Request:**

No Major Changes

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>POLICE OPERATIONS/CAP. OUTLAY</b>								
<b><u>POLICE OPERATIONS (2101-711)</u></b>								
0101	Salaries	3,885,676	4,319,330	2,957,618	4,175,060	4,412,270	4,405,270	
0103	Temporary Wages	191	3,000	0	3,000	3,000	3,000	
0104	Overtime Wages	437,589	350,000	323,223	372,500	372,500	362,500	
0105	Reimbursement Wage/Fringe	(3,060)	(10,000)	(726)	(1,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	4,406	2,000	1,841	2,500	3,000	3,000	
0108	Grant Overtime	383	10,000	0	0	10,000	10,000	
0110	Health Insurance	966,360	1,023,420	767,610	1,023,420	1,204,750	1,164,910	
0111	Fringes	1,066,421	1,274,990	891,256	1,236,770	1,279,460	1,280,460	
0112	Grant Fringes	93	2,430	0	0	2,500	2,500	
0115	Training	44,260	70,410	38,968	59,000	60,000	56,000	
0117	Clothing Allowance	22,506	25,000	11,297	15,000	25,000	23,500	
0120	Protective Vest Repl Fd	3,900	5,200	2,350	5,200	4,500	4,500	
0122	Travel Expenses	(115)	1,000	397	1,000	1,000	1,000	
0123	Auto Allowance	21	0	0	0	0	0	
0126	Department Awards	2,382	4,000	2,879	4,000	4,000	4,000	
0128	Empl Recognition Awards	1,357	500	0	0	0	0	
0202	Outside Printing	1,395	1,500	3,218	3,220	2,000	2,000	
0203	Postage	1,587	2,500	1,067	2,000	2,000	2,000	
0207	Dues & Memberships	3,019	3,100	2,290	3,100	3,100	3,100	
0210	Maint of Computer Hardwre	888	1,350	301	1,350	1,350	1,350	
0212	Maint of Office Equipment	38	500	18	500	500	500	
0213	Maint of Motor Vehicles	26,031	18,500	16,299	18,500	18,500	18,500	
0214	Maint of Buildings	32,270	40,000	32,393	40,000	40,000	38,000	
0215	Maint of Radio Equipment	9,582	10,000	6,082	10,000	10,000	10,000	
0216	Maint of Operating Equip	377	3,000	49	1,000	1,000	1,000	
0218	Maint Of Software	1,840	6,760	1,145	6,760	6,760	6,760	
0219	Maintenance of Land	347	2,500	633	2,500	1,000	1,000	
0221	Telephone	5,882	5,280	3,794	5,280	5,410	5,410	
0222	Electricity	42,581	50,000	26,493	39,000	41,730	41,730	
0223	Natural Gas	16,031	20,000	7,491	20,000	21,400	21,400	
0224	Water & Sewer	4,971	5,500	3,101	5,500	5,720	5,720	
0225	Commercial Dumpster	1,454	1,600	1,210	1,600	1,600	1,600	
0226	Storm Water	1,937	2,480	1,820	2,480	2,600	2,600	
0227	Cellular Telephone	21,245	20,500	12,573	15,000	15,000	15,000	
0228	Other Communications/GPS	724	900	360	600	500	500	
0231	Care of Prisoners	8,900	10,000	5,403	10,000	10,000	10,000	
0235	Outside Software Services	4,556	6,600	14,702	14,710	7,200	7,200	
0236	Outside Services	21,701	21,600	16,106	34,000	21,600	21,600	
0237	Pest Control	499	500	266	500	500	500	
0254	Printer / Copies	7,842	8,660	5,842	8,660	8,300	8,300	
0255	IS Services / Internal	218,820	206,690	155,017	206,690	221,400	221,400	
0258	GIS Services/Internal	13,270	0	0	0	0	0	
0262	Public Relations/Services	4,508	5,000	4,879	5,000	5,000	5,000	
0293	Maint Of Motor Veh/Fleet	12,039	19,800	11,042	16,000	19,480	19,480	

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>POLICE OPERATIONS/CAP. OUTLAY (cont.)</b>								
0294	Oil and Fluids/Fleet	1,647	1,870	1,532	2,000	0	0	
0301	Office Supplies	6,364	9,500	5,479	9,500	9,000	9,000	
0302	Inhouse Printing	51	750	47	200	0	0	
0303	Computer Operation Suppli	330	1,000	91	100	0	0	
0306	Cleaning/Janitor Supplies	9,343	10,500	6,081	8,500	10,500	10,500	
0308	Books and Periodicals	30	100	97	20	20	20	
0310	Gasoline & Oil	60,526	59,600	45,008	59,600	60,800	60,800	
0319	Safety Supplies	7,372	17,000	5,703	17,000	17,000	17,000	
0320	Small Tools	1,413	1,500	1,221	1,500	1,500	1,500	
0326	Photography Supplies	4,434	2,100	1,825	2,100	2,100	2,100	
0333	All Other Supplies	5,500	7,300	4,359	7,000	7,000	7,000	
0343	Small Program Packages	0	1,500	0	0	0	0	
0344	Small Equipment	9,674	16,000	12,760	15,000	15,000	15,000	
0347	Small Computer Hardware	5,160	6,000	3,635	6,000	7,500	7,500	
0348	Bike Patrol	320	1,000	423	1,000	1,000	1,000	
0349	Neighborhood Policing	1,637	1,500	1,131	1,500	1,500	1,500	
0350	Employee Wellness	10,300	15,000	5,800	15,000	15,000	15,000	
0351	Evidence Room	0	0	0	0	3,500	3,500	
0352	Citizens Police Academy	0	0	0	0	3,000	3,000	
0353	Promotional Networking	0	0	0	0	1,000	1,000	
	<b>POLICE OPERATIONS</b>	<b>7,020,805</b>	<b>7,708,320</b>	<b>5,425,499</b>	<b>7,516,420</b>	<b>8,001,050</b>	<b>7,937,710</b>	<b>229,390</b>
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<b>CAPITAL OUTLAY (2181-711)</b>								
8108	Office Furniture & Equip	2,269	5,000	4,268	5,000	5,000	5,000	
8113	Communication Equipment	0	3,000	1,508	3,000	3,000	3,000	
8115	Computer Hardware Outlay	1,258	5,000	925	930	0	0	
8133	All Other Equipment	19,196	34,900	10,223	34,900	31,100	31,100	
	<b>CAPITAL OUTLAY</b>	<b>22,723</b>	<b>47,900</b>	<b>16,924</b>	<b>43,830</b>	<b>39,100</b>	<b>39,100</b>	<b>(8,800)</b>
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<b>POLICE FIRING RANGE (2103-711)</b>								
0115	Training	0	500	319	320	0	0	
0329	Targets & Ammunition	27,051	30,000	12,485	30,000	27,000	27,000	
0333	All Other Supplies	620	10,000	1,452	1,500	10,000	10,000	
0344	Small Equipment	1,352	4,000	328	1,000	4,000	4,000	
	<b>POLICE FIRING RANGE</b>	<b>29,023</b>	<b>44,500</b>	<b>14,584</b>	<b>32,820</b>	<b>41,000</b>	<b>41,000</b>	<b>(3,500)</b>
<hr/>								
<b>POLICE SCHOOL LIAISON (2104-711)</b>								
0101	Salaries	179,477	183,740	122,131	183,790	187,860	187,860	
0104	Overtime Wages	19,076	27,500	11,811	27,500	27,500	27,500	
0110	Health Insurance	36,840	38,990	29,250	38,990	45,500	44,000	
0111	Fringes	50,783	56,390	35,756	56,400	60,260	60,260	
0115	Training	1,328	2,000	1,757	2,000	2,000	2,000	
0117	Clothing Allowance	125	500	0	0	0	0	
0207	Dues & Memberships	0	80	100	100	100	100	
0213	Maint of Motor Vehicles	75	1,000	65	250	500	500	
0215	Maint of Radio Equipment	168	1,000	390	600	1,000	1,000	
0227	Cellular Telephone	1,094	1,250	821	730	1,000	1,000	
0235	Outside Software Services	0	0	375	380	380	380	
0255	IS Services / Internal	10,510	12,690	9,518	12,690	13,200	13,200	
0258	GIS Services/Internal	740	0	0	0	0	0	
0293	Maint Of Motor Veh/Fleet	251	1,650	601	610	1,030	1,030	
0294	Oil and Fluids/Fleet	86	260	89	250	0	0	
0310	Gasoline & Oil	1,252	680	1,098	1,400	1,400	1,400	
	<b>POLICE SCHOOL LIAISON</b>	<b>301,805</b>	<b>327,730</b>	<b>213,762</b>	<b>325,690</b>	<b>341,730</b>	<b>340,230</b>	<b>12,500</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>SCHOOL CROSSING GUARDS (2105-711)</u></b>								
0103	Temporary Wages	59,192	64,000	43,362	64,000	64,000	64,000	
0111	Fringes	1,970	2,250	1,524	2,250	2,530	2,530	
0115	Training	0	120	0	0	120	120	
0117	Clothing Allowance	904	2,440	1,124	2,000	2,440	2,440	
0333	All Other Supplies	1,238	1,530	1,728	1,730	1,530	1,530	
	<b>SCHOOL CROSSING GUARDS</b>	<b>63,304</b>	<b>70,340</b>	<b>47,738</b>	<b>69,980</b>	<b>70,620</b>	<b>70,620</b>	<b>280</b>
<b><u>CODE ENFORCEMENT (2106-711)</u></b>								
0101	Salaries	42,127	48,480	35,764	49,510	51,600	51,600	
0110	Health Insurance	18,360	19,490	14,580	19,490	22,750	22,000	
0111	Fringes	8,020	9,090	6,706	9,280	9,740	9,740	
0115	Training	295	500	0	420	500	500	
0117	Clothing Allowance	268	300	100	500	500	500	
0202	Outside Printing	288	500	0	0	0	0	
0203	Postage	126	400	559	600	600	600	
0207	Dues & Memberships	0	50	0	0	50	50	
0213	Maint of Motor Vehicles	5	1,000	25	100	1,000	1,000	
0215	Maint of Radio Equipment	0	100	90	100	100	100	
0227	Cellular Telephone	464	500	268	500	500	500	
0236	Outside Services	60	500	54	100	250	250	
0255	IS Services / Internal	5,370	6,040	4,530	6,040	9,400	9,400	
0258	GIS Services/Internal	740	0	0	0	0	0	
0293	Maint Of Motor Veh/Fleet	0	1,100	146	500	60	60	
0294	Oil and Fluids/Fleet	0	190	31	190	0	0	
0301	Office Supplies	0	250	0	0	0	0	
0310	Gasoline & Oil	339	1,900	409	600	1,900	1,900	
0333	All Other Supplies	0	250	0	100	250	250	
0344	Small Equipment	0	250	0	50	200	200	
	<b>CODE ENFORCEMENT</b>	<b>76,462</b>	<b>90,890</b>	<b>63,262</b>	<b>88,080</b>	<b>99,400</b>	<b>98,650</b>	<b>7,760</b>
<b><u>CSA/ANIMAL CONTROL (2107-711)</u></b>								
0103	Temporary Wages	40,227	40,000	38,874	40,000	40,000	40,000	
0111	Fringes	1,338	1,410	1,370	1,410	1,580	1,580	
0117	Clothing Allowance	2,707	2,060	1,825	2,060	2,060	2,060	
0213	Maint of Motor Vehicles	5,052	1,000	236	700	1,000	1,000	
0215	Maint of Radio Equipment	0	300	240	300	300	300	
0227	Cellular Telephone	939	1,000	563	600	1,000	1,000	
0236	Outside Services	20,948	27,000	16,500	28,000	30,000	30,000	
0293	Maint Of Motor Veh/Fleet	889	3,300	1,168	1,750	2,080	2,080	
0294	Oil and Fluids/Fleet	123	280	133	280	0	0	
0310	Gasoline & Oil	3,408	5,500	2,719	3,500	5,500	5,500	
0333	All Other Supplies	608	400	14	150	400	400	
0344	Small Equipment	360	200	0	100	200	200	
	<b>CSA/ANIMAL CONTROL</b>	<b>76,599</b>	<b>82,450</b>	<b>63,642</b>	<b>78,850</b>	<b>84,120</b>	<b>84,120</b>	<b>1,670</b>
<b><u>K-9 PROJECT (2109-711)</u></b>								
0101	Salaries	6,016	6,000	1,170	3,000	3,000	3,000	
0111	Fringes	1,484	1,560	304	780	810	810	
0115	Training	343	2,000	0	0	1,000	1,000	
0207	Dues & Memberships	448	350	0	0	280	280	
0213	Maint of Motor Vehicles	256	1,200	39	250	600	600	
0236	Outside Services	0	200	0	0	200	200	
0238	Professional Services	4,696	3,000	3,664	3,670	1,500	1,500	
0293	Maint Of Motor Veh/Fleet	474	1,650	1,078	1,080	640	640	
0294	Oil and Fluids/Fleet	0	290	0	0	0	0	
0323	Dog Supplies	3,275	4,000	538	1,000	2,000	2,000	
0333	All Other Supplies	5	500	0	0	250	250	
	<b>K-9 PROJECT</b>	<b>16,997</b>	<b>20,750</b>	<b>6,793</b>	<b>9,780</b>	<b>10,280</b>	<b>10,280</b>	<b>(10,470)</b>



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>PARKING ENFORCEMENT (2135-711)</u></b>								
0103	Temporary Wages	0	0	0	0	40,000	40,000	
0111	Fringes	0	0	0	0	1,580	1,580	
0117	Clothing Allowance	0	0	0	0	500	500	
0202	Outside Printing	0	0	0	0	2,300	2,300	
0203	Postage	0	0	0	0	500	500	
0205	Debit Card Fees	0	0	0	0	3,500	3,500	
0213	Maint of Motor Vehicles	0	0	0	0	1,250	1,250	
0215	Maint of Radio Equipment	0	0	0	0	500	500	
0218	Maint Of Software	0	0	0	0	30,000	0	
0227	Cellular Telephone	0	0	0	0	1,000	1,000	
0236	Outside Services	0	0	0	0	3,000	3,000	
0255	IS Services / Internal	0	0	0	0	7,000	7,000	
0293	Maint Of Motor Veh/Fleet	0	0	0	0	1,060	1,060	
0301	Office Supplies	0	0	0	0	50	50	
0310	Gasoline & Oil	0	0	0	0	2,000	2,000	
0333	All Other Supplies	0	0	0	0	100	100	
0347	Small Computer Hardware	0	0	0	0	0	0	
	<b>PARKING ENFORCEMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>94,340</b>	<b>64,340</b>	<b>64,340</b>
<b>TOTAL POLICE DEPARTMENT</b>		<b>7,607,718</b>	<b>8,392,880</b>	<b>5,852,204</b>	<b>8,165,450</b>	<b>8,781,640</b>	<b>8,686,050</b>	<b>293,170</b>
Percent Budget Change								<b>3.49%</b>

**CITY OF NEENAH**  
**REQUEST FOR 2025 OPERATING**  
**BUDGET SUPPLEMENTARY DETAIL**  
**SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Police
<b>Program:</b>
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Chief	19	1.00	19	1.00
Assistant Chief	16	1.00	16	1.00
Captain	15	2.00	15	2.00
Lieutenants	83,232 - 96,408	5.00	85,313 - 98,819	5.00
School Resource Officers	73,872 - 87,229	2.00	75,719 - 89,409	2.00
Investigative	73,872 - 87,229	5.00	75,719 - 89,409	5.00
Community Policing Coord.	73,872 - 87,229	1.00	75,719 - 89,409	1.00
Sergeants-Patrol	74,231 - 87,644	3.00	76,087 - 89,835	3.00
Sergeant-Investigative	74,231 - 87,644	2.00	76,087 - 89,835	2.00
Patrol Officer	60,347 - 83,075	20.00	61,855 - 85,152	20.00
Traffic Safety Officer	73,872 - 87,229	1.00	75,719 - 89,409	1.00
Behavioral Health Officer	73,872 - 87,229	1.00	75,719 - 89,409	1.00
Support SVC Supervisor	10	1.00	10	1.00
Executive Admin. Assistant	8	1.00	8	1.00
Evidence Custodian	8	1.00	8	1.00
Records/Accreditation Asst.	8	1.00	8	1.00
Code Enforcement Officer	7	1.00	7	1.00
Building Custodian	7	1.00	7	1.00
Records/LRMS Coordinator	6	1.00	6	1.00
Rec. Clerk/Crt Coordinator	6	1.00	6	1.00
Records Clerk/Data Entry	6	1.00	6	1.00
Communication Techs	6	<u>3.00</u>	6	<u>3.00</u>
Subtotal		56.00		56.00
PART-TIME				
Fleet Maint. Specialist	8	0.53	8	0.53
Admin. Asst.	6	<u>0.67</u>	6	<u>0.67</u>
		1.20		1.20
TOTAL	XXX	57.20	XXX	57.20

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## NEENAH-MENASHA FIRE RESCUE (City of Neenah Share)

### Department Head

Travis Teesch

### Major Activities

Neenah-Menasha Fire rescue (NMFR) is committed to providing a quality of public service that ensures the safety and well-being of our communities. We are committed to protecting lives and property to help provide an exceptional quality of life for our citizens. NMFR responds to over 3,000 emergency calls for service annually. NMFR provides our citizens fire suppression, emergency medical services, special operations, and water/ice rescue. NMFR spends numerous hours training to prepare its firefighters and provide skills needed to deal with the many hazardous conditions that occur when responding to emergencies. Fire prevention activities include conducting over 3,200 inspections annually, fire investigations, tank inspections and plan reviews. NMFR's award winning public education programs reach over 12,000 people a year through open houses, safety fairs, parades, station tours, school visits and formal programs.

The Cities of Neenah and Menasha share department costs based upon a four-factor formula.

***The City of Neenah share of departmental costs for 2025 is 61.12%.***

### Operating Budget Information/Number of Employees (City of Neenah Share Only)

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 5,865,345	\$ 6,023,610	\$ 6,806,240	12.99%	\$ 6,421,440	6.60%

No. of Employees (FTE)	41.03	41.05	44.42	8.20%	41.56	1.25%
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### Budget Adjustments

#### Increases (Decreases) to Expenditures Requested

**Mayor Recommended**                      \$    (384,800)

*Recommendations as jointly directed by the Mayor's of both cities. Specific details of the changes can be found in the full neenah Menasha Fire Rescue line item budget in the "Internal Service Fund" section at the end of this budget document.*

#### Mayor's Comments:

Total Reductions directed by the Mayors of both Neenah and Menasha totalled \$629,540. The City of Neenah's 61.12% share of the total reductions was \$384,800. Specific details can be found in the full Neenah-Menasha Fire Rescue budget at the end of this budget document.

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**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## **Mission Statement:**

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

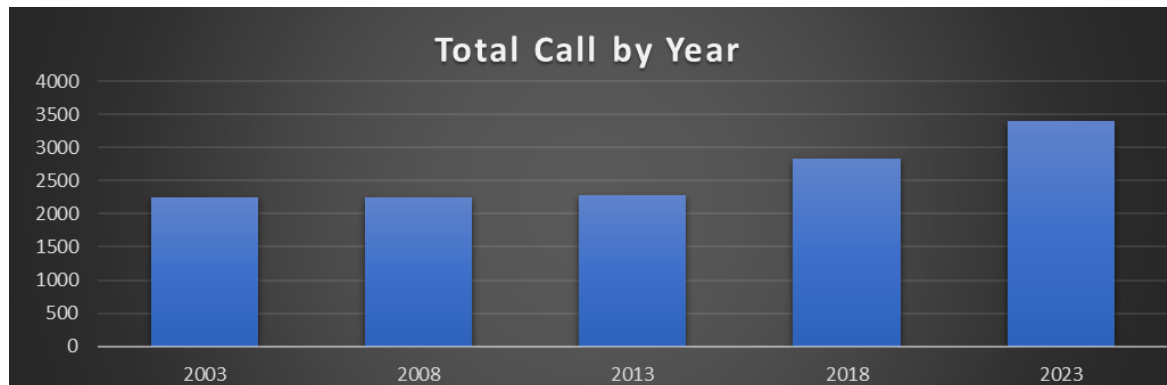
## **Vision Statement:**

Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

Our department activities can be broken down into three major divisions: **Operations, Training and Prevention**

## **Operations**

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Total call volume continues to rise with 2023 being a record high year. **Since the merger in 2023 call volume has increased by 45% along with a 10% population increase over the last six years.**



In 2024, our auto aid agreement with Appleton Fire Department (AFD) was expanded providing both AFD and NMFR with improved responses to structure fires. Wisconsin Emergency Management (WEM) has resumed all Task Force 1 operations; NMFR is an active partner in that undertaking. Our participation enhances our abilities to respond to large scale disasters and rescue operations that are very technical in nature.

***Deputy Fire Chief Shane Krueger oversees department operations.***

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## ***Professional Development***

***“Professional Development” for many jobs you get “trained” on how to use or do a specific tool or task on your orientation, other careers that require perfection with specific equipment and decision making skills have continued education or “Professional Development”.***

**Professional Development and Credentialing:** A wide variety of people, such as teachers, military officers, health care professionals, firefighters, law enforcement officers, lawyers, accountants and engineers engage in professional development. Individuals may participate in professional development because of an interest in lifelong learning, a sense of moral obligation, to maintain and improve professional competence, to enhance career progression, to keep abreast of new technology and practices, or to comply with professional regulatory requirements. Approaches to professional development, include consultation, coaching, lesson study, mentoring, reflective supervision and technical assistance.

NMFR uses all of these professional development approaches through our Job Performance Requirements (JPR's), Task Books and Subject Matter Experts (SME). Currently, NMFR has nearly 200 JPR's which are used to train and hone firefighters skills. We use these JPR's in our Task Books which include: Probationary Firefighter, Driver/Operator, Inspector/Investigator (under development) and Fire Officer. One of my greatest challenges is the department structure 3 shifts, 4 stations and 68 personnel. NMFR has SME's in; water rescue, technical rescue, vehicle extrication, fire suppression and incident management. I use these SME's to continue to develop department personnel skills and knowledge.

NMFR and the Oshkosh Fire Department completed our 5<sup>th</sup> joint recruit class in April of 2024. This is a great partnership between neighboring communities as it reduced the time commitment of on-duty crews working with recruit school (5 weeks).

- Structure Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- Shore & Boat Based Open Water Rescue
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Emergency Medical Training
- Technical Rescue – Trench, Building Collapse, High Angle
- Mental Health – EAP, PTSD & Suicide

Department credentialing through the Center for Public Safety Excellence (CPSE) is a key component of NMFR's commitment to professional development. The CPSE credentialing process is designed to validate the knowledge, skills, and competencies of fire service professionals, ensuring they meet the highest standards in the industry.

*Professional Development is not practicing until you get it right...*

*... It is practicing until you can't get it wrong.*

***Assistant Fire Chief Jim Peglow oversees department training activities.***

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

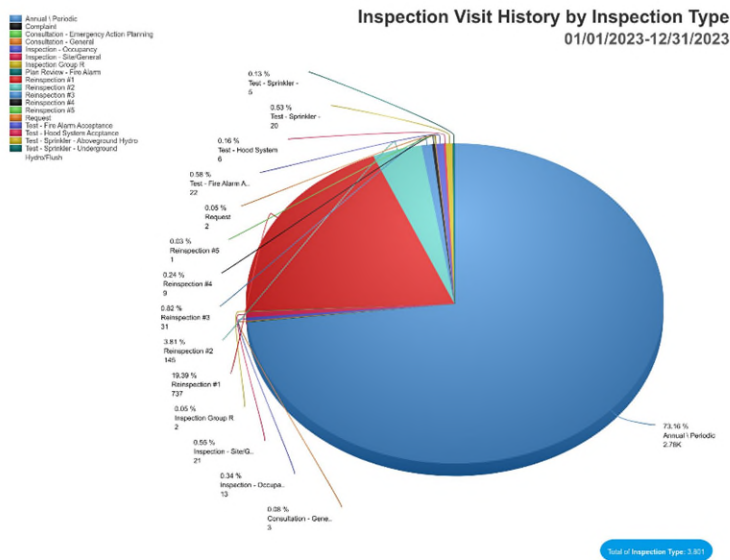
<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## Fire Prevention, Fire Investigations and Public Education

NMFR Fire Prevention Bureau, encompasses Fire Prevention, Fire Inspections, Fire Investigations, and Public Education.

Fire prevention programs include detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, and changes to any and all fire detection and suppression systems of all commercial properties and multi-family residential facilities.

### Inspection History by Inspection Type



Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, with most occupancies being done two times annually. *This requirement is aided by the 2% dues funding from the State of Wisconsin. In 2024, the City of Neenah's 2% dues funding check was \$125,892.97, and the City of Menasha's was \$71,533.97 for a total of \$199,450.94.*

**Total Inspections Completed  
3,801**

Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause and origin, as well as circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction and works in conjunction with law enforcement when a fire is determined or suspected to be incendiary or criminal in nature.

**Total Pre-Incident Value \$28,701,149.00**  
**Total Fire Loss \$1,485,359.00**  
**Total Saved \$27,215,790.00**





**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

Fire and life safety education (public education), including our juvenile fire setter intervention program, remain active as well. Our Public Education Team, along with operations personnel, provided public education programs, fire/life safety presentations, and general fire safety educational information, to more than 17,400 children and adults through video, social media, and virtual meetings when in person meetings couldn't be held. The team continues to conduct fire safety programs at public and private schools in the Neenah and Menasha school districts during the fire prevention month of October. NMFR has a multi-age based program for Elementary, Middle and High School students to provide age-appropriate fire safety presentations. NMFR focuses on adult and elderly programs including our ongoing residential smoke detector installs in single family residential homes throughout the cities of Neenah and Menasha at no cost to the residents through donations from the American Red Cross.

All these special disciplines have proven to reduce injury and death yet is difficult when we attempt to compile a true perspective of the impact. Actual quantifiable numbers for fires prevented, and/or lives saved, by the information shared and lessons learned during our interaction with individuals cannot be measured as we cannot place a number or dollar amount on an incident that never occurs. However, we are very confident that maintaining the outstanding level of service that is provide through NMFR, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha.

***In the absence of an Assistant Fire Chief – Fire Marshal prevention/inspection activities are being overseeing by all administrative staff with Deputy Chief Shane Krueger taking the primary role.***

**2024 Accomplishments:**

- Held the 5<sup>th</sup> Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained five new firefighters to replace the four who retired and one who left.
- Goal setting with Shift Commanders and Administration Staff.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Expanded our internship program reach to include Waukesha Technical College.
- Ladder Truck ordered.
- Heavy Rescue Vehicle ordered.
- Five people promoted to Fire Officer.
- Received a \$12,000 grant for Jaws of Life
- Secured a grant of \$227,000 to replace radios.
- Received \$500,000 grant for training tower upgrades/replacement.
- Held an employee recognition ceremony at training center

**2025/2026 Goals:**

- Evaluate department policies and SOG's and implement the Lexipol training platform.
- Transition from operating with two Medium Duty Rescue vehicle to one Heavy Duty Vehicle
- Review Administrative positions to include comp & class of similar size departments.
- Review Shift Commander roles and responsibilities.
- Implement an officer training academy for newly promoted officers (Captain rank).
- Begin succession planning for Assistant Chief – Training
- Prepare the department for CPSE accreditation.
- Begin improvements to Station #31 and the training grounds.
- Implement a Chaplain/PEER support program.
- Implement a Fire Ops academy for elected officials and other stakeholders.

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

**Major Increases/Decreases in 2025 Operating Budget:** Listed below are major increases/decreases \$5,000 and over. Increases/decreases less than \$5,000 are not listed below.

Salaries (0101): Increase of \$410,600.

**Recommendations:** To address these challenges and ensure continued excellence in service delivery, I recommend the following staffing enhancements:

1. **Increase Line Personnel:**
  - Hire an additional line personnel, adding one firefighter per shift (three total). This will increase our daily minimum staffing level from 17 to 18 firefighters, improving our response capacity and reducing wait times for those in need of our services.
2. **Training Support:**
  - Hire a Training Captain to assist the Assistant Chief of Training. This addition will help us maintain our ISO I standards and ensure our personnel receive the highest level of training and preparedness.
3. **Administrative Support**
  - Hire a part-time Administrative Assistant. This position will support our administrative functions **and facilitate our pursuit of fire department accreditation from the Center for Public Safety Excellence (CPSE)**, which is our next logical step following our recent achievement of an ISO I rating.

**Background:** Neenah-Menasha Fire Rescue (NMFR) was established on January 1, 2003, following the consolidation of the City of Neenah Fire Department and the City of Menasha Fire Department. We serve a growing population of over 45,000 residents with a dedicated team of 68 career employees, including 63-line staff divided into three shifts of 21 personnel each, and a team of 5 administrative staff. Our department operates from four strategically located fire stations, providing comprehensive emergency services, including fire suppression, auto extrication, and ice/water rescue.

**Current Staffing:** At the time of consolidation, our staffing levels were reduced from 73 to 68 personnel. Currently, our daily minimum staffing level is 17 personnel, which partially meets the NFPA-1710 standard for a typical house fire response. However, our staffing levels fails to meet the standard regarding the number of personnel assigned to each apparatus.

Overtime (0104): This number can be reduced to \$185,000 if the staffing recommendations listed above are achieved. Otherwise, increase of \$100,000 to a total of \$325,000 for 2025 **based on historical usage**. Funds are used for training, staffing, and public relations activities. **Retirements are usually done within the first quarter of every year and the positions are not filled until after the first quarter.** This creates open positions that need to be backfilled when staffing drops below minimum.

Health Insurance (0110): Increase of \$365,700 per City of Neenah Finance Department.

Fringes (0111): Increase of \$252,880 per City of Neenah Finance Department.

Maint. of Software (0218): Increase of \$56,270. This line is increased to include **Office 365 licenses** for all staff. Currently only administered staff and shift commanders have this level of license **(\$14,500)**. Also included in this increase are funds for the purchase and implementation of Lexipol to manage our department policies, procedures, and guidelines. **Lexipol** provides a comprehensive, customizable solution that ensures our policies are current, legally sound, and reflect best practices, enhancing our operational efficiency and compliance. (Three year contract **\$25,168** year-1, \$25,168 year - 2, \$11,515 year-3). Additional inflation **(\$16,230)** in this line is related to **vendor increases** on software programs already in use by NMFR. The Neenah IS department is applying for a \$5,000 grant to offset cost associated with Multi-Factor Identification (MFA) requirements implemented by Winnebago County for use their CAD software.

Outside Services (0236): Increase of \$5,970. Increase is based upon increase from vendor.

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

Professional Services (0238): Increase of \$8,000. Increase is based upon increase from vendor for physicals. Chest x-rays for quite a few staff are due. In addition, there are more staff members required to complete the annual nicotine testing for the cancer presumption law with WRS.

Maint. of Training Tower (0250): Decrease of \$13,000 based upon anticipation of new facility and to **offset costs of Microsoft Office 365 for all NMFR staff.**

Neenah City I/S Services (0255): Decrease of \$11,200 per City of Neenah IS Department.

Gasoline & Oil (0310): Increase of \$17,070 based upon historical usage and project inflation costs.

Personal Protective Equipment (0348): Increase of \$53,000. The cost of turnout gear has increased by 20% in the last two years. In addition, the department needs to replace ballistic gear used for active shooter responses. Our gear has surpassed its manufacturer listed lifespan.

All Other Equip: (8133): Increase of \$5,000. This is based upon vendor increases of 15-20%.

Revenue Increase 2% Dues: Increase in the amount of \$27,217.33 from 2023; this can be used **offset the cost of implementing Lexipol.**

**Budget Justification**

These budget recommendations align with our mission and values, ensuring we continue to provide exceptional service and strengthen our community:

**Mission**

We strengthen our community by building on the past, owning the present, and stewarding the future together.

**Values**

- **Pursue Growth**: Investing in additional personnel and training fosters individual and community development.
- **Encourage Innovation**: Implementing Lexipol demonstrates our commitment to anticipating change and embracing new solutions.
- **Cultivate Collaborative Relationships**: Adding a training captain and administrative assistant will enhance our teamwork and operational effectiveness.
- **Engage with Our Community**: Increased staffing levels and improved response times will enable us to better serve and include our community members in our mission.

Over the past twenty years, since consolidation, **it is conservatively estimated that NMFR have saved \$10 million in payroll** alone. This significant financial achievement underscores the resourcefulness and cooperation of our two communities. However, the time has come to expand our staffing levels.

Investing in additional personnel and resources will enable us to meet the increasing demands and sustain the high standards of service our communities expect. By aligning our budget with our mission and values, **we reaffirm our commitment to the safety and well-being of the Cities of Neenah and Menasha**

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

Object Code No.	Description and Justification	Detail Amounts Within Object	Total of Object Code
<b><u>SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY</u></b>			
8108	<u>Office Furniture &amp; Equipment</u> To replace old office/living furniture as necessary for the four stations. Total projected cost is \$5,000.	\$5,000	\$5,000
8113	<u>Communication Equipment</u> Funds are used monthly for the cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Total projected cost is \$12,000. Increase is to begin the process of replacing portable radios and headsets in vehicles.	\$12,000	\$12,000
8115	<u>Computer Hardware Outlay</u> To replace computers and thin clients in 2024 based on Neenah IS's replacement program recommendation.	\$13,600	\$13,600
8133	<u>All Other Equipment</u> These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment. This includes water rescue and in-house EMS training.	\$35,000	\$35,000
8149	<u>Household Purchases</u> This is requested by the Joint Finance & Personnel Committee to budget purchases and repairs that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items.	\$20,000	\$20,000

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Regional Special Operations Team
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

**Neenah-Menasha Fire Rescue Special Operations Team:**

In 2005, NMFR joined with other 11 fire departments from around the state including: Green Bay, Appleton and Oshkosh Fire Departments to create Wisconsin Task Force (WITF). WITF has provided beneficial, and extremely technical training to many members of NMFR. This training has created several subject matter experts (SME's) that have assisted NMFR Training Bureau with department awareness and operations training to better protect our communities.

NMFR has gained valuable training, as well as approximately \$200,000 worth of vehicles and equipment. These funds have been provided by the State of Wisconsin through the Department of Homeland Security.

In 2011, the State of Wisconsin reviewed the Special Operations program and moved forward with one statewide team versus four regional teams. Working under a signed contract with the State of Wisconsin, NMFR personnel continue involvement with the State of Wisconsin/Wisconsin Emergency Management Rescue Team as Wisconsin Task Force 1 (WI-TF1). Their participation increases their level of knowledge, skills, and abilities, enabling them to bring those skills and provide this service at the local level. A 2-year contract was signed with the State of Wisconsin in 2016. The department now has six (6) members still participating with the WI-TF1. In 2020, there was no WI-TF1 due to no contract signed between the 11 fire departments and State of Wisconsin Emergency Management (WEM). In 2023, the contract was signed, and the State is back to funding training exercises for the departments. NMFR is committed to participating with WI-TF1 and WEM again.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>FIRE DEPARTMENT</b>								
<b><u>FIRE OPERATIONS (2301-712)</u></b>								
0101	Salaries	3,491,290	3,560,910	0	3,591,190	3,856,100	3,662,870	
0104	Overtime Wages	178,250	135,830	0	135,830	113,070	134,460	
0105	Reimbursement / Overtime	(7,450)	(6,040)	0	(6,040)	(6,110)	(6,110)	
0106	FLSA Overtime Wages	33,000	35,010	0	36,220	36,670	36,670	
0110	Health Insurance	646,220	678,800	0	715,860	910,750	859,900	
0111	Fringes	887,960	961,070	0	969,180	1,127,570	1,074,700	
0115	Schools/Seminars/Training	8,540	16,180	0	18,710	19,560	18,340	
0116	Test/Certification for Eq	6,520	10,290	0	10,290	11,030	9,780	
0117	Clothing Allowance	21,110	24,150	0	24,150	25,670	25,670	
0118	License Renewal	0	1,270	0	1,270	1,280	1,280	
0125	Employee School Reimb	240	240	0	190	240	240	
0128	Empl Recognition Awards	750	720	0	720	2,140	730	
0202	Outside Printing	20	600	0	600	610	610	
0203	Postage	250	600	0	600	610	610	
0206	Advertising & Publication	0	120	0	0	120	120	
0207	Dues & Memberships	550	970	0	660	980	980	
0209	Maintenance of PPE/SCBA	4,400	5,740	0	5,740	6,260	6,260	
0210	Maint of Computer Hardwre	0	730	0	730	610	610	
0211	Maint of Other Equipment	750	2,480	0	2,480	3,060	3,060	
0213	Maint of Motor Vehicles	63,320	75,460	0	75,460	76,400	76,400	
0214	Maint of Buildings	6,700	8,450	0	8,450	11,000	9,170	
0215	Maint of Radio Equipment	3,620	600	0	600	610	610	
0216	Maint of Operating Equip	1,930	2,410	0	2,440	2,440	2,440	
0218	Maint of Software	21,290	33,200	0	33,200	68,010	58,980	
0221	Telephone	1,060	2,540	0	2,540	750	750	
0222	Electricity	33,340	30,940	0	30,940	33,520	33,520	
0223	Natural Gas	13,510	15,530	0	15,530	16,830	16,830	
0224	Water & Sewer	7,100	7,610	0	7,610	8,010	8,010	
0226	Storm Water	2,000	2,080	0	2,080	2,210	2,210	
0227	Cellular Telephone	8,360	9,450	0	9,450	11,150	10,390	
0232	Auditing Services	1,390	1,460	0	1,420	1,490	1,490	
0236	Outside Services	8,200	8,470	0	8,470	12,220	9,170	
0237	Pest Control	50	360	0	240	240	240	
0238	Professional Services	12,100	21,130	0	21,130	26,280	25,060	
0241	Tree Planting & Landscape	190	600	0	600	610	610	
0246	Liability Insurance	22,780	28,430	0	17,880	19,380	19,380	
0247	Auto/Physical Damage Ins	12,110	12,190	0	14,510	13,330	13,330	
0250	Maint of Training Tower	(1,250)	4,530	0	9,360	1,530	1,530	
0252	Rental of Equipment	320	480	0	480	860	860	
0254	Printer / Copies	1,510	1,640	0	1,640	2,270	2,270	
0255	Neenah City I/S Services	80,310	71,540	0	71,540	65,580	65,580	
0256	Neenah City Finance Ser.	16,740	17,360	0	17,360	18,150	18,150	
0257	Neenah City H/R Services	42,240	43,740	0	43,740	45,750	45,750	
0258	GIS Services/Internal	7,990	8,390	0	8,390	8,780	8,780	
0262	Public Relations/Services	4,370	9,060	0	9,060	9,170	4,890	
0280	Neenah-Menasha FireRescue	0	0	4,495,208	0	0	0	

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>FIRE OPERATIONS (2301-712) cont.</u></b>								
0301	Office Supplies	830	1,030	0	1,150	1,530	1,380	
0306	Cleaning/Janitor Supplies	6,860	10,880	0	10,880	11,610	10,390	
0308	Books and Periodicals	160	1,880	0	1,880	1,960	1,960	
0310	Gasoline & Oil	31,070	21,760	0	28,150	32,470	29,340	
0319	Safety Supplies	910	4,040	0	4,040	4,100	2,750	
0320	Small Tools	1,670	1,900	0	1,900	1,930	1,930	
0325	Consumable supplies	2,130	1,990	0	1,990	2,020	2,020	
0326	Photography Supplies	160	600	0	600	3,060	610	
0333	All Other Supplies	1,560	2,290	0	2,290	2,320	2,320	
0344	Small Equipment	8,240	9,060	0	9,060	9,170	9,170	
0347	Small Computer Hardware	330	600	0	600	610	610	
0348	Per Protective Equipment	41,110	43,470	0	45,410	76,400	6,110	
0350	Training Supplies	2,600	3,020	0	3,020	3,670	3,670	
0723	Fire Property Damage	40,380	0	0	0	0	0	
	<b>OPERATIONS</b>	<b>5,781,690</b>	<b>5,949,840</b>	<b>4,495,208</b>	<b>6,033,470</b>	<b>6,717,640</b>	<b>6,339,440</b>	<b>389,600</b>
Percent Budget Change								<b>6.55%</b>
<b><u>CAPITAL OUTLAY (2301-712)</u></b>								
8108	Office Furniture & Equip	2,410	3,020	0	3,020	3,060	3,060	
8113	Communication Equipment	1,970	7,210	0	7,210	7,330	7,330	
8114	Computer Software Outlay	0	600	0	0	0	0	
8115	Computer Hardware Outlay	4,280	6,510	0	6,510	8,310	8,310	
8133	All Other Equipment	14,430	18,110	0	18,110	21,390	18,340	
8149	Household Purchases	8,860	10,870	0	10,870	12,220	11,000	
	<b>CAPITAL OUTLAY</b>	<b>31,950</b>	<b>46,320</b>	<b>0</b>	<b>45,720</b>	<b>52,310</b>	<b>48,040</b>	<b>1,720</b>
<b><u>OTHER</u></b>								
9005	Revenue Offset	0	(21,000)	0	(34,440)	(19,560)	(19,560)	
	<b>OTHER</b>	<b>0</b>	<b>(21,000)</b>	<b>0</b>	<b>(34,440)</b>	<b>(19,560)</b>	<b>(19,560)</b>	<b>1,440</b>
<b>FIRE OPERATIONS/CAPITAL OUTLAY</b>		<b>5,813,640</b>	<b>5,975,160</b>	<b>4,495,208</b>	<b>6,044,750</b>	<b>6,750,390</b>	<b>6,367,920</b>	<b>392,760</b>
Percent Budget Change								<b>6.57%</b>
<b><u>FIRE STATION BUILDINGS (2304-712)</u></b>								
0214	Maint of Buildings	35,535	30,000	27,083	30,000	35,000	35,000	
	<b>Contractual Services</b>	<b>35,535</b>	<b>30,000</b>	<b>27,083</b>	<b>30,000</b>	<b>35,000</b>	<b>35,000</b>	<b>5,000</b>
<b>FIRE STATION BUILDINGS</b>		<b>35,535</b>	<b>30,000</b>	<b>27,083</b>	<b>30,000</b>	<b>35,000</b>	<b>35,000</b>	<b>5,000</b>
Percent Budget Change								<b>16.67%</b>
<b><u>REG SPEC OPER RESP TEAM (2314-172)</u></b>								
0104	Overtime Wages	20,560	16,900	0	30,190	19,560	19,560	
0105	Reimbursement / Overtime	(18,170)	(13,280)	0	(27,170)	(16,200)	(16,200)	
0111	Fringes	4,360	4,200	0	7,550	5,200	5,200	
0115	Schools/Seminars/Training	740	0	0	100	180	180	
0216	Maint of Operating Equip	0	540	0	540	550	310	
0320	Small Tools	0	300	0	300	310	150	
0348	Per Protective Equipment	3,930	4,530	0	4,530	6,110	4,580	
0350	Training Supplies	0	300	0	300	310	310	
8133	All Other Equipment	1,910	850	0	850	860	460	
	<b>REG SPEC OPER RESP TEAM</b>	<b>13,330</b>	<b>14,340</b>	<b>0</b>	<b>17,190</b>	<b>16,880</b>	<b>14,550</b>	<b>210</b>
Percent Budget Change								<b>1.46%</b>

CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>JOINT FIRE COMMISSION (2320-712)</b>								
0206	Advertising & Publication	300	910	0	600	610	610	
0236	Outside Services	1,980	1,870	0	2,660	1,530	1,530	
0261	Misc Expenditures	560	1,330	0	1,330	1,830	1,830	
	<b>JOINT FIRE COMMISSION</b>	<b>2,840</b>	<b>4,110</b>	<b>0</b>	<b>4,590</b>	<b>3,970</b>	<b>3,970</b>	<b>(140)</b>
Percent Budget Change								<b>-3.41%</b>
<b>FIRE DEPARTMENT</b>		<b>5,865,345</b>	<b>6,023,610</b>	<b>4,522,291</b>	<b>6,096,530</b>	<b>6,806,240</b>	<b>6,421,440</b>	<b>397,830</b>
Percent Budget Change								<b>6.60%</b>



**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Neenah-Menasha Fire Rescue
<b>Program:</b>
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fire Chief	20	1.00	20	1.00
Deputy Fire Chief / Operations	15	1.00	15	1.00
Asst Chief-Emerg Mgmt/Trng	13	1.00	13	1.00
Asst Chief-Prevention/Inspect	13	1.00	13	1.00
Management Assistant	8	1.00	8	1.00
Fire Officers	89,304	15.00	91,313	16.00
Assistant Inspectors	84,752	6.00	86,659	6.00
Shift Commanders	92,646	3.00	94,731	3.00
Drivers	83,303	15.00	85,177	15.00
Fire Fighters	52,173 - 80,439	<u>24.00</u>	53,347 - 82,249	<u>27.00</u>
Subtotal		68.00		72.00
PART TIME				
Admin. Assistant	-	-	6	0.67
TOTAL	XXX	68.00	XXX	72.67

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Emergency Management	<b>Budget:</b> Emergency Management
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch/Shane Krueger

**Goals/Responsibilities:**

This program was started in 1984 to establish an Emergency Operations Center ("EOC") and to provide centralized guidance in case of a disaster in the City. Currently, the Neenah Police Department Community Room is utilized as our first option for the EOC in the City of Neenah. Our department is responsible for managing the EOC's in both of the Cities of Neenah and Menasha. It was decided that each of the EOC's would serve as backup for each other and serve as the secondary backup site for each community. The EOC for the City of Menasha is in the basement of the Public Services Building that houses both the Menasha Police Department and our fire station. We also have the ability to request Winnebago County Emergency Management to open an EOC at the Sheriff's Department and/or bring their mobile command post to the emergency scene.

**2024 Accomplishments:**

- Review of Procedures, Policies, and Documents
- Exploration of moving EOC to Fire Station #31

**2025 Goals/Plans:**

**Training and Professional Development:**

- Increase focus on staff training, seminars, and certifications to enhance readiness and response capabilities. Budget for schools, seminars, and training.
- Hold workshops with City staff facilitated by WEM/ Winnebago County EM.

**Professional Affiliations:**

- Enhance collaboration and knowledge-sharing by joining relevant professional organizations
  - National Emergency Management Association (NEMA) for Fire Chief and Deputy Fire Chief.

**Operational Efficiency:**

- Maintain the same level of external services for emergency government activities.
- Collaborate with outside stakeholder groups and partnering government agencies.

**Major Increases (Decreases) in 2025 Budget:**

**Increases:**

- **Schools/Seminars/Training:** Increased by 233.33% to \$1,500, emphasizing enhanced staff training and preparedness.
- **Dues & Memberships:** Significant increase of 2400.00% to \$500, primarily due to the inclusion of NEMA memberships.

**Decreases:**

- **Small Equipment:** Reduced by 66.67% to \$500, reflecting a shift in spending priorities.
- **Books and Periodicals:** Decreased by 100%, eliminating this expense in the 2025 budget.
- **All Other Supplies:** Also decreased by 100%, indicating a streamlined approach to resource management.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Other Public Safety
<b>Program:</b> Public Safety	<b>Submitted by:</b> Aaron Olson

**POLICE COMMISSION**

The Police Commission, made up of five citizens appointed by the mayor, is statutorily created to serve the staffing needs of the police department. The Commission is specifically tasked with conducting all sworn officer hires, promotions, and demotions/dismissals (excluding dismissals of probationary officers). The Commission approves hiring processes, conducts interviews, establishes eligibility lists, and approves hiring offers.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>EMERGENCY GOVERNMENT</b>								
<b><u>OPERATIONS (2519-713)</u></b>								
0115	Schools/Seminars/Training	41	450	0	0	1,500	1,500	
0207	Dues & Memberships	0	20	0	0	500	500	
0236	Outside Services	960	1,000	1,018	1,020	800	800	
0301	Office Supplies	0	100	0	0	250	250	
0308	Books and Periodicals	0	50	0	0	0	0	
0333	All Other Supplies	20	200	0	0	200	200	
0344	Small Equipment	0	1,500	0	0	500	500	
	<b>EMERGENCY GOVERNMENT</b>	<b>1,021</b>	<b>3,320</b>	<b>1,018</b>	<b>1,020</b>	<b>3,750</b>	<b>3,750</b>	<b>430</b>
<b>OTHER PUBLIC SAFETY</b>								
<b><u>POLICE COMMISSION (2520-713)</u></b>								
0203	Postage	0	30	0	0	0	0	
0236	Outside Services	10,036	4,000	5,732	8,000	8,000	8,000	
0261	Misc Expenditures	146	200	284	290	200	200	
	<b>POLICE COMMISSION</b>	<b>10,182</b>	<b>4,230</b>	<b>6,016</b>	<b>8,290</b>	<b>8,200</b>	<b>8,200</b>	<b>3,970</b>

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# DEPARTMENT OF PUBLIC WORKS AND UTILITIES

**Department Head**

Gerry Kaiser

## Major Activities

The Department is responsible for the administration of all City engineering and provides supervision of all design, maintenance, repair and construction of streets, storm sewers and drainage facilities, sanitary sewers and lift stations, traffic control devices, street lighting, City buildings and structures, as well as all machinery, equipment and property used in any activity under department control. Certain activities under the control of Public Works (Sanitary Sewer Utility, Storm Water Utility, Fleet Management) are located in the last two sections of the Budget.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget-General Fund only (excluding Public Right-of-Way Forestry)	\$ 4,596,150	\$ 4,816,940	\$ 4,866,480	1.03%	\$ 4,753,870	-1.31%

No. of Employees (FTE) - All Funds	36.17	36.17	37.17	2.76%	36.17	0%
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### ***Budget Adjustments***

### **Increases (Decreases) to Expenditures Requested**

<b>Mayor Recomemended</b>	<b>\$ (112,610)</b>
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*Mayor's Comments:*

This year's public works budget request includes a new "Street Crew" position. The total cost for the position was \$81,980 (wage and fringe), with \$52,530 of it being in the general fund and the remainder coming from other funds. Due to operating budget constraints, I can not recommend a position being added to this department, thus I am recommending a \$52,530 reduction for the Public Works budget in the general fund.

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending an additional \$60,080 reduction in the Public Works budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**DEPARTMENT OF PUBLIC WORKS**

**Goals/Responsibilities:**

Provides engineering, maintenance, public services and technical advice on a variety of projects.

**Activities:**

Technical consultation with other government units.

Design, manage construction, maintain and repair:

- streets
- curb and gutter
- sidewalks
- bridges
- traffic control devices
- storm sewers and ponds
- sanitary sewers
- City buildings and structures
- City parking lots
- related machinery and equipment
- street lights

Public services include:

- garbage and refuse collection
- recycling
- snow removal
- street cleaning
- yard waste collection
- wastewater conveyance
- storm water collection, conveyance and treatment
- traffic operations

Maintain records for:

- real property owned by City
- GIS data for sanitary sewer, storm sewer, traffic signal, and street lighting facilities
- property maps

**2025 PUBLIC WORKS STAFF**

<b>Engineering/Administration</b>	
1	Director of Public Works
1	Civil Engineer III
1	Civil Engineer II
1	Traffic Engineer
1	Engineering Technician
1	Construction Inspector/Engineering Aide
1	Office Manager
7	TOTAL

<b>Operations</b>	
1	Public Works Superintendent
1	Assistant Public Works Superintendent
0.75	Records/Data Entry Clerk
26	Public Works Crew
1	Traffic Maintenance Worker
0.5	Building Attendant
30.25	TOTAL
Several crew have been cross trained in traffic maintenance and can be allocated to traffic work as the workload demands.	

<b>Fleet Maintenance</b>	
1	Fleet Maintenance Superintendent
4	Mechanics
0.5	Shop Attendant
5.5	TOTAL



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Engineering**  
**(010-3501-731)**

**Goals/Responsibilities:**

The staff is responsible for a wide variety of activities including:

- Design, manage and provide construction staking and inspection for City infrastructure including streets, sanitary and storm sewers, sidewalks and trails, and water main.
- Calculate, bill and track payment for special assessments and enterprise funds.
- Manage traffic, fleet, urban forest, sanitation and recycling activities.
- Review requests to excavate in street right-of-way.
- Provide technical support for maintenance of City buildings, parking lots and ramps.
- Provide technical support for other City departments.
- Identify and pursue project funding sources.

**2024 Accomplishments:**

- Replaced utilities and reconstructed/resurfaced streets identified in the capital improvement program.
- Completed the Harrison Street Pond.
- Provided input for Arrowhead Park development plan and engineering.
- Updated official traffic maps.
- Updated GIS data for sanitary sewer and storm sewer utilities.
- Completed design and real estate acquisition for 2025 reconstruction of S. Commercial Street.
- Completed construction of the Neenah Creek Bridge.
- Recalculated the Transportation Assessment Replacement Fee.
- Calculated Storm Water Utility rate adjustment.

**2025 Goals/Plans:**

- Replace utilities, reconstruct streets, make facility changes and implement traffic signal projects identified in 2025 capital improvement program.
- Assist WisDOT in S. Commercial Street reconstruction.

**Major Increases (Decreases) in 2025 Budget:**

- Increased Postage for street project mailings.
- Increased Storm Water charge to account for rate adjustment.

**Public Works - Administration**  
**Capital Outlay**  
**(010-3581-731)**

**Goals/Responsibilities:**

Purchase small tools, equipment and office furniture as needed to maintain an efficient work environment.

**2024 Accomplishments:**

Purchased equipment as per budget.

**2025 Goals/Plans:**

Purchase equipment as per budget.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Municipal Garage**  
**(010-3701-732)**

**Goals/Responsibilities:**

Manage and maintain the facility.

**2024 Accomplishments:**

- Replaced the portion of the building roof over the traffic and woodworking areas.
- Continued to evaluate all areas of activity to insure the highest efficiency.
- Maintained buildings and grounds.

**2025 Goals/Plans:**

- Continue to explore ways to increase productivity.
- Maintain building and grounds.
- Implement projects identified in the capital improvement program.

**Major Increases (Decreases) in 2025 Budget:**

- Decreased IS Services/Internal charges.
- Consolidated Fleet charges.
- Added position for a crew person. Assigned wages to Refuse Collection, Recycling collection, Snow/Ice Control, Yard Waste, Street Repair, and Tullar Garage.

**Cecil Street Garage**  
**(010-3702-732)**

**Goals/Responsibilities:**

Manage and maintain facility.

**2024 Accomplishments:**

- Continued use as a cold storage facility for City and community groups.
- Continued rental contracts with Kids Kart Club and Youth-Go.

**2025 Goals/Plans:**

- Continue use as a cold storage facility for City and community groups.
- Continue rental contracts with Kids Kart Club and Youth-Go.
- Maintain buildings and grounds.

**Major Increases (Decreases) in 2025 Budget:** None

**Refuse/Garbage Collection**  
**(010-4101-733)**

**Goals/Responsibilities:**

Provide cost effective collection and disposal of refuse, garbage and recyclable materials.

**2024 Accomplishments:**

- Administered contract for the commercial dumpster program.
- Continued to bill 100% of cost of commercial dumpster program to participants.
- Reviewed commercial dumpster cost allocations for downtown businesses.
- Continued program for card access to Tullar drop-off center.
- Staffed drop-off center weekdays from March through December and Saturday mornings from May through November.

**CITY OF NEENAH  
2025 ADOPTED OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Refuse Garbage Collection (continued)**  
**(010-4101-733)**

**2024 Accomplishments (continued):**

- Closed drop-off center in January and February.
- Continued charge for replacement drop-off center cards.
- Continued charge for curbside bulky item collection.
- Review service contracts for drop-off center metal collection and dumpster pulls.

**2025 Goals/Plans:**

- Continue to bill 100% of cost of commercial dumpster program to participants.
- Continue to staff drop-off center as in 2024.
- Review commercial dumpster service contract, which expires June 30, 2026.

**Major Increases (Decreases) in 2025 Budget:**

- Increased the pay rate for drop-off site attendants to \$11.25 per hour.
- Assumed a continuation of a city-administered commercial dumpster program with 100% of the cost being charged to the end users.
- Assumed the following tipping fees:
  - General Municipal Refuse - \$54 per ton – \$1 increase from 2024.
  - Sweepings Refuse - \$53 per ton.
  - Yard Waste - \$32 per ton.
  - Wood (clean) - \$53 per ton.
  - Single Stream Recycling - \$7.50 per ton – a \$2.50 increase from 2024.
- Assumed combined tonnage of 8,000 tons for curbside refuse, curbside large item and drop-off large item.
- Assumed Recycling Special Charge in combination with State aid and City share of recycling commodity sales revenue will generate enough revenue to pay for all recycling related expenses.

**Repair Streets & Alleys**  
**(010-5101-734)**

**Goals/Responsibilities:**

Maintain streets, alleys and bridges by sealing joints, patching potholes, grading as necessary and filling settled trenches. Control dust on gravel streets and repair and maintain oil and chip streets.

**2024 Accomplishments:**

- Resurfaced and reconstructed streets listed in the CIP.
- Maintained streets by sealing joints, patching potholes, filling settled trenches, and grading gravel streets.
- Contracted for oil/chip pavement treatment.
- Increased use of city crews to excavate severely deteriorated areas.
- Took delivery of mastic patcher and began using this material to address rutting and deteriorated pavement areas.

**2025 Goals/Plans:**

- Continue crack sealing, asphalt patching, mastic patching, and other pavement maintenance practices.
- Identify streets for pavement maintenance surface treatment.
- Continue enforcing tire tracking of mud.
- Continue development of pavement maintenance plan and street project analysis process.

**Major Increases (Decreases) in 2025 Budget:**

- Increased the amount requested for outside services to continue desired volume of crackfilling work.
- Increased the amount requested for the purchase of hot mix, cold mix, and mastic patch.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Snow & Ice Removal**  
**(010-6102-735)**

**Goals/Responsibilities:**

Plow streets, control ice, haul snow from central business areas, major streets, parking lots and ramps and areas where removal is dictated by traffic conditions, to maintain good winter driving conditions.

**2024 Accomplishments:**

- Continued providing snow and ice control as dictated by weather conditions.
- Continued use of anti-icing techniques to reduce salt use while maintaining good road conditions.
- Maintained streets, parking lots and trails in safe winter conditions.
- Continued purchasing salt through DOT contract.
- Worked closely with Police Department to respond to slippery intersections.

**2025 Goals/Plans:**

- Continue to provide snow and ice control as dictated by weather conditions.
- Continue to use anti-icing techniques to reduce use of salt and improve road conditions.
- Continue to respond to Police Department request at slippery intersections.
- Continue to track work done on streets versus work done on municipal parking lots.

**Major Increases (Decreases) in 2025 Budget:**

- Decreased budget for salt purchase due to amount in our current inventory. 2025 contract price is \$87/ton, a \$4/ton increase from 2024.

**Weed Cutting**  
**(010-6103-735)**

**Goals/Responsibilities:**

Control noxious weeds. Mow areas of City's responsibility. Mow, trim and bill private property when owners neglect property.

**2024 Accomplishments:**

- Worked with code enforcement to address complaints of high grass and overhanging shrubs.

**2025 Goals/Plans:**

- Maintain current program of responding to complaints.
- Continue using Parks Department temporary employees for hand mowing and trimming.
- Review ordinance to assure that it captures our current processes.

**Major Increases (Decreases) in 2025 Budget:** None.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Traffic Control**  
**(010-7101-736)**

**Goals/Responsibilities:**

Maintain and repair 19 signalized intersections. Make, install and replace street signs as needed. Sign and maintain construction detour routes. Paint streets for traffic lanes, parking stalls, crosswalks and "No Parking" areas.

**2024 Accomplishments:**

- Worked with IS staff to complete fiber optic interconnection between downtown signalized intersections.
- Maintained existing traffic signs and signals as required.
- Maintained epoxy pavement marking.
- Provided temporary traffic control as necessary.
- Continued to develop GIS traffic sign inventory and implement field tablet access.
- Completed converting official traffic maps to GIS.
- Utilized changeable message board to provide notice of traffic restrictions.
- Updated traffic detection at Nicolet/Commercial and Bell/Commercial intersections.

**2025 Goals/Plans:**

- Maintain traffic signals, signs and street painting.
- Continue having City crews paint crosswalks and small areas; use contractors for large areas.
- Sign and maintain projects in CIP.
- Maintain traffic sign inventory.

**Major Increases (Decreases) in 2025 Budget:** None.

**Street Lighting**  
**(010-7104-736)**

**Goals/Responsibilities:**

Maintain street lights owned by City and coordinate other street lighting with We Energies.

**2024 Accomplishments:**

- Installed and maintained street lights as necessary.

**2025 Goals/Plans:**

- Provide adequate street lighting.

**Major Increases (Decreases) in 2025 Budget:** None

- Increased Electricity to account for the addition of street lights for new subdivisions and increased utility rates.

**Capital Outlay – P.W. Equipment**  
**(010-7581-737)**

**Goals/Responsibilities:**

Provide for equipment replacement on a planned and necessary basis.

**2024 Accomplishments:**

- Provided for timely and economical replacement of equipment.
- Extended the life of all equipment by employing better maintenance and more frequent cleaning in wash bay.

**2025 Goals/Plans:**

- Provide for timely and economical replacement of equipment.
- Continue to allocate machinery repairs to appropriate cost centers.
- Extend the life of all equipment through better maintenance and more frequent cleaning.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Parking Lots**  
**(010-7702-738)**

**Goals/Responsibilities:**

Maintain, clean, plow and haul snow from the following City owned or operated lots.

**2024 Accomplishments:**

- Maintained parking lots as required. Contracted maintenance of parking lot landscaping.
- Continued to address capacity changes resulting from the ongoing post-COVID return to in-office work.
- Made adjustments as necessary for downtown construction projects.

**2025 Goals/Plans:**

- Maintain all lots as required. Contract parking lot landscaping.
- Continue to implement recommendations of downtown parking management study.
- With Community Development, evaluate future surface lot and/or ramp needs.
- Prepare for adjustments to parking supply based on downtown redevelopment.
- Evaluate parking permit charges. The base rate permit charge for 2024 is \$25/month.
- Evaluate long-term lease arrangements that are near expiration.

**Major Increases (Decreases) in 2025 Budget:**

- Reduced Outside Services to reflect moving Gateway Park services from Parking Utility to Monument Maintenance.
- Moved to General Fund in 2025 Budget.

**Parking Ramp**  
**(010-7705-738)**

**Goals/Responsibilities:**

Maintain the N. Church Street Ramp (930 spaces).

**2024 Accomplishments:**

- Continued to maintain the Church Street Ramp.
- Investigated and repaired areas of cracked concrete.
- Addressed instances of vandalism.
- With Information Systems staff, evaluated security camera replacement, including adding locations to improve visibility of areas susceptible to vandalism.

**2025 Goals/Plans:**

- Conduct structure condition survey for this 20-year-old ramp. Budget, as necessary, in 2026 for identified repairs.
- Replace security cameras.
- Continue maintenance of ramp.
- Proceed with site acquisition for a new parking structure and possibly begin design.

**Major Increases (Decreases) in 2025 Budget:**

- Reduced Outside Services to reflect use of Building Custodian for cleaning tasks.
- Moved to General fund in 2025 Budget.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**DPW Services – Undesignated**  
**(010-7999-739)**

**Goals/Responsibilities:**

Assist other city departments as needed.

**2024 Accomplishments:**

- Assisted other city departments as needed.

**2025 Goals/Plans:**

- Assist other city departments as needed.

**Major Increases (Decreases) in 2025 Budget:**

- Decreased wages to account for reduced scale of services needed for elections in 2025.

**Machinery Repair/Fleet Division**  
**(039-3703-732)**

**Goals/Responsibilities:**

Maintain, repair, evaluate and keep records on all City vehicles and pieces of equipment (approximately 60 Public Works vehicles, 30 other departmental vehicles and 100 pieces of smaller auxiliary equipment).

**2024 Accomplishments:**

- Operated motor pool as a revenue generator.
- Maintained all equipment in accordance with manufacturer's recommendations.
- Repaired equipment and vehicles in a timely manner.
- Allocated maintenance costs to the appropriate cost center.
- Selected software option to replace current home-built fleet management software.

**2025 Goals/Plans:**

- Continue to operate motor pool as a revenue generator.
- Maintain all equipment in accordance with manufacturer's recommendations.
- Repair equipment and vehicles in a timely manner.
- Implement software option to replace the home-built fleet management software.
- Allocate Fleet charges to departments based on historical use of Fleet maintenance services.

**Major Increases (Decreases) in 2025 Budget:** None

**Sanitary Sewers**  
**(045-4103-733)**

**Goals/Responsibilities:**

To transport sewage to the wastewater treatment plant, maintain and clean approximately 120 miles of sanitary sewers and 2,590 manholes. Operate, maintain and repair 8 lift stations:

- |  |   |
|--|---|
| • Doty Lift Station (at South Park)      | • Wheeler Lift Station (in Riverside Park)    |
| • Main Street Lift Station (at Slough)   | • Lake Edge Lift Station (on Lynrose)         |
| • Breezewood Lift Station (at Bergstrom) | • Tullar Road Lift Station (near City Garage) |
| • Kittiver Lift Station                  | • Westbreeze Lift Station (near Meadowbreeze) |

**2024 Accomplishments:**

- Continued sanitary sewer utility rate analysis.
- Updated sanitary sewer system information in the GIS.
- Continued work to reduce inflow/infiltration. Identified areas to address in 2025.
- Replaced sanitary sewers and upgraded lift stations in accordance with the capital improvement program.
- Continued sewer grouting and manhole repair.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Sanitary Sewers (cont.)**

**2025 Goals/Plans:**

- Continue progress on the elimination of inflow and infiltration. Continue sewer grouting and manhole repair.
- Design and manage sanitary sewer projects in the capital improvement program.
- Implement conclusions of sanitary sewer utility rate study.

**Major Increases (Decreases) in 2025 Budget:** Budget moved to the Sanitary Sewer Utility Fund in 2025.

**TV Sewer Inspection & Sealing**  
**(045-4104-733) (049-3902-733)**

**Goals/Responsibilities:**

Televise sanitary and storm sewers to locate areas in need of repair. Seal leaks where problems are found.

**2024 Accomplishments:**

- Continued TV and seal program as required.
- Coordinated TV work with sewer construction and completed work one year prior to street construction.

**2025 Goals/Plans:**

- Continue to coordinate televising lines and sealing prior to street construction.

**Major Increases (Decreases) in 2025 Budget:** Sanitary Sewer portion of budget moved to Sanitary Sewer Utility Fund in 2025.

**Storm Sewers**  
**(049-390x-733)**

**Goals/Responsibilities:**

To effectively transport storm water to the Lake, River or Slough and operate the Storm Water Utility in compliance with DNR 216 and NR 150-152 regulations

**Storm Sewer Operations:** Maintain approximately 75 miles of storm sewers, 2,591 manholes, 3,677 catch basins, culverts, ditches, 137 outfalls and one storm water pump station (Skyview).

**Creek Control:** Clear debris from the Neenah Creek and remove brush from the banks.

**Street Cleaning:** Keep alleys and 125 miles of streets free of dust and debris, including stone chips used for snow and ice control. Sweep streets on a regular interval to provide a clean environment and reduce sediment deposition into Lake Winnebago and Fox River.

**Snow Hauling:** Remove snow periodically from the downtown and other street areas with limited snow storage capacity.

**Erosion Control:** Review erosion control plans for subdivision and building construction and inspect sites as needed to assure compliance.

**Detention Ponds:** Maintain all City-owned storm water ponds and other “best management practices”. Existing ponds include the following:

- |                                 |   |                                    |
|---------------------------------|---|------------------------------------|
| • Castle Oak #1 (Castle Oak Dr) | • Nature Trails #1 (CTH G)              | • Liberty Heights 1 (Nation Ct)    |
| • Castle Oak #2 (CTH G)         | • Nature Trails #2 (L-shaped)           | • Liberty Heights 2 (Hedgeview Dr) |
| • Commerce Court                | • Nature Trails #3 (Nature Trail Dr, E) | • Liberty Heights 3 (Plains Av)    |
| • Copps                         | • Nature Trails #4 (Pondview Ct)        | • Freedom Acres (South)            |
| • Eaglecrest                    | • Southfield                            | • Freedom Acres (North)            |
| • Integrity Acres               | • Dixie Road                            | • Tullar Garage                    |
| • Westowne                      | • Harrison Street                       |                                    |



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENT**

<b>Department/Office:</b> Public Works	<b>Budget:</b> Public Works
<b>Program:</b> Public Works	<b>Submitted by:</b> Gerry Kaiser

**Storm Sewers (continued)**  
**(049-390x-733)**

Leaf Collection: Collect leaves that have been raked to the terrace. Four scheduled collections are provided in the fall with additional cleanup collection provided as needed.

**2024 Accomplishments:**

- Continued to implement best management practices (BMP) as required by DNR.
- Continued to sample and analyze 20% of major storm water outfalls as required by DNR.
- Continued enforcing tire tracking of mud.
- Updated storm sewer system information in the GIS.
- Completed construction of the Harrison Street Pond.
- Planned and constructed storm water pond at Douglas Park.
- Updated storm sewer charge for new development.
- Implemented audit of storm water ERU charges for non-single family or duplex residential property.
- Presented Storm Water Utility rate adjustment proposal.

**2025 Goals/Plans:**

- Manage existing storm water ponds.
- Continue to clean catch basins on a regular basis and repair deteriorating catch basins.
- Continue to implement best management practices (BMP) as required by DNR.
- Provide field inspection and enforcement of local storm water ordinance.
- Sample and analyze 20% of all major storm water outfalls.
- Explore potential detention pond sites.
- Evaluate parking ordinance changes to improve street sweeping coverage.
- Update storm sewer annexation fee.
- Provide electronic GIS mapping for field staff.
- Review additional options for BMPs to satisfy WDNR load allocations.
- Implement Storm Water Utility rate adjustment.

**Major Increases (Decreases) in 2025 Budget:**

- Increased Outside Services and Professional Services for pond maintenance.

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PUBLIC WORKS DEPARTMENT</b>								
<b><u>ENGINEERING (3501-731)</u></b>								
0101	Salaries	511,056	535,040	385,891	535,910	562,830	562,830	
0103	Temporary Wages	11,631	18,000	14,171	15,000	18,000	18,000	
0104	Overtime Wages	0	3,000	0	1,000	2,000	2,000	
0110	Health Insurance	128,880	136,460	102,330	136,460	159,250	153,980	
0111	Fringes	103,141	109,500	78,784	108,690	116,280	116,280	
0115	Schools/Seminars/Training	637	1,250	803	1,250	1,250	1,250	
0118	License Renewal	80	300	169	200	0	0	
0202	Outside Printing	95	250	144	250	250	250	
0203	Postage	1,877	1,400	1,476	1,800	1,900	1,900	
0206	Advertising & Publication	55	60	0	60	60	60	
0207	Dues & Memberships	50	50	65	70	70	70	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0213	Maint of Motor Vehicles	19	30	18	30	30	30	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0218	Maint of Software	150	1,050	150	150	150	150	
0226	Storm Water	0	50	973	1,300	1,500	1,500	
0227	Cellular Telephone	3,831	3,900	2,868	3,900	3,900	3,900	
0236	Outside Services	159	200	445	450	200	200	
0238	Professional Services	0	200	0	200	200	200	
0254	Printer / Copies	2,034	1,990	1,448	1,990	2,100	2,100	
0255	IS Services / Internal	39,810	40,240	30,180	40,240	38,300	29,000	
0258	GIS Services/Internal	23,730	0	0	0	0	0	
0293	Maint of Motor Veh/Fleet	3,111	3,630	3,377	3,630	3,820	3,820	
0294	Oil and Fluids/Fleet	140	190	125	190	0	0	
0301	Office Supplies	424	600	478	600	600	600	
0302	Inhouse Printing	0	10	0	10	10	10	
0303	Computer Oper Supplies	785	500	334	500	500	500	
0310	Gasoline & Oil	3,919	4,600	3,155	4,500	4,600	4,600	
0313	Motor Vehicles Maint. Sup	8	20	0	20	20	20	
0319	Safety Supplies	0	400	0	400	400	400	
0320	Small Tools	24	20	46	50	20	20	
0333	All Other Supplies	2,082	2,000	529	2,000	2,000	2,000	
0343	Small Program Packages	0	200	0	0	0	0	
0347	Small Computer Hardware	0	500	0	500	500	500	
	<b>ENGINEERING</b>	<b>837,728</b>	<b>865,840</b>	<b>627,959</b>	<b>861,550</b>	<b>920,940</b>	<b>906,370</b>	<b>40,530</b>
<b><u>CAPITAL OUTLAY - ENGINEERING (3581-731)</u></b>								
8108	Office Furniture & Equip	0	100	0	100	100	100	
8133	All Other Equipment	0	100	0	100	100	100	
	<b>CAP. OUTLAY - ENGINEERING</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>MUNICIPAL GARAGE (3701-732)</b>								
0101	Salaries	188,152	205,080	138,279	194,550	210,570	210,570	
0102	Full Time Hourly Wages	46,053	59,800	33,810	56,000	58,220	56,000	
0104	Overtime Wages	392	100	99	200	200	200	
0110	Health Insurance	73,371	80,580	57,841	80,580	93,830	89,720	
0111	Fringes	47,400	53,460	34,739	50,590	55,140	54,660	
0115	Schools/Seminars/Training	2,310	1,200	240	1,200	1,200	1,200	
0117	Clothing Allowance	11,985	12,000	11,450	12,000	12,000	12,000	
0118	License Renewal	311	320	80	320	120	120	
0123	Auto Allowance	33	0	0	0	0	0	
0128	Empl Recognition Awards	300	100	0	100	0	0	
0202	Outside Printing	0	400	671	680	650	650	
0203	Postage	0	10	15	20	50	50	
0207	Dues & Memberships	244	200	0	200	200	200	
0212	Maint of Office Equipment	0	100	0	100	100	100	
0213	Maint of Motor Vehicles	0	50	292	300	50	50	
0214	Maint of Buildings	25,679	24,000	13,862	24,000	25,000	25,000	
0215	Maint of Radio Equipment	94	50	198	200	50	50	
0216	Maint of Operating Equip	4,567	5,000	1,211	5,000	5,000	5,000	
0218	Maintenance of Software	0	180	0	0	0	0	
0219	Maintenance of Land	0	100	1,250	1,250	100	100	
0221	Telephone	1,517	1,560	946	1,300	290	290	
0222	Electricity	18,428	16,500	12,636	18,000	19,300	19,300	
0223	Natural Gas	11,396	13,400	7,376	13,400	14,400	14,400	
0224	Water & Sewer	(2,365)	2,650	(1,634)	2,650	2,650	2,650	
0226	Storm Water	5,433	5,420	6,897	6,900	7,500	7,500	
0227	Cellular Telephone	1,102	1,200	841	1,200	1,200	1,200	
0236	Outside Services	6,552	5,000	5,837	5,840	5,500	5,500	
0237	Pest Control	586	570	400	570	580	580	
0242	Permits	0	100	0	100	100	100	
0245	License Fees	497	500	497	500	500	500	
0254	Printer / Copies	1,957	2,040	1,373	2,000	2,000	2,000	
0255	IS Services / Internal	24,080	23,140	17,355	23,140	19,600	18,260	
0258	GIS Services/Internal	1,230	0	0	0	0	0	
0293	Maint of Motor Veh/Fleet	842	660	392	680	6,210	6,210	
0294	Oil and Fluids/Fleet	190	140	127	140	0	0	
0296	Maint of Oper Eq/Fleet	4,109	4,950	3,493	4,950	0	0	
0301	Office Supplies	481	500	27	500	500	500	
0302	Inhouse Printing	0	10	0	10	10	10	
0306	Cleaning/Janitor Supplies	2,202	2,200	2,451	2,460	2,200	2,200	
0310	Gasoline & Oil	855	1,120	1,231	1,240	1,150	1,150	
0314	Building Maint Supplies	268	1,300	261	1,200	1,200	1,200	
0316	Equipment Maint. Supplies	25	300	192	300	300	300	
0319	Safety Supplies	451	500	413	500	500	500	
0320	Small Tools	0	50	0	50	50	50	
0332	Salt & Stone Chips	0	100	0	100	100	100	
0333	All Other Supplies	612	500	174	500	500	500	
0343	Small Program Packages	0	100	0	100	100	100	
0345	Shop Supplies	192	200	0	200	200	200	
0347	Small Computer Hardware	17	300	0	300	400	400	
<b>MUNICIPAL GARAGE</b>		<b>481,548</b>	<b>527,740</b>	<b>355,322</b>	<b>516,120</b>	<b>549,520</b>	<b>541,370</b>	<b>13,630</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CECIL STREET GARAGE (3702-732)</b>								
0102	Full Time Hourly Wages	8,281	7,090	2,415	6,000	7,000	7,000	
0110	Health Insurance	2,590	2,160	811	2,160	2,430	2,350	
0111	Fringes	1,672	1,430	487	1,210	1,430	1,430	
0214	Maint of Buildings	4,982	2,000	269	2,000	2,000	2,000	
0216	Maint of Operating Equip	220	100	0	100	100	100	
0222	Electricity	1,405	2,050	1,112	2,050	2,200	2,200	
0223	Natural Gas	3,278	4,120	1,896	4,120	4,400	4,400	
0224	Water & Sewer	3,124	3,200	2,467	4,000	3,300	3,300	
0226	Storm Water	4,011	3,870	3,119	4,200	4,600	4,600	
0236	Outside Services	227	200	0	200	200	200	
0306	Cleaning/Janitor Supplies	0	50	0	50	50	50	
0333	All Other Supplies	15	200	0	200	200	200	
	<b>CECIL STREET GARAGE</b>	<b>29,805</b>	<b>26,470</b>	<b>12,576</b>	<b>26,290</b>	<b>27,910</b>	<b>27,830</b>	<b>1,360</b>
<b>REFUSE GARBAGE COLLECTION (4101-733)</b>								
0102	Full Time Hourly Wages	178,890	182,440	137,522	175,000	204,000	182,000	
0104	Overtime Wages	6,448	3,600	2,203	3,600	3,600	3,600	
0110	Health Insurance	57,967	56,620	46,936	56,620	74,830	62,430	
0111	Fringes	37,604	37,530	28,187	36,030	42,780	38,030	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0124	Meal Allowance	12	10	0	10	10	10	
0127	DOT Emp Notification Prog	0	20	0	20	20	20	
0202	Outside Printing	1,425	1,000	0	500	1,000	1,000	
0205	Debit Card Charges	202	200	188	200	200	200	
0206	Advertising & Publication	0	300	0	0	0	0	
0213	Maint of Motor Vehicles	0	100	0	100	100	100	
0216	Maint of Operating Equip	0	0	0	0	0	0	
0224	Water & Sewer	2,388	2,600	2,018	2,800	3,000	3,000	
0236	Outside Services	2,067	2,000	340	2,000	2,000	2,000	
0243	Tipping Fees	401,122	420,000	288,878	420,000	420,000	420,000	
0244	Commercial Dumpsters	67,974	72,000	50,381	74,000	76,000	76,000	
0245	License Fees	246	220	0	250	250	250	
0249	Dumpster Pulls	63,500	50,000	36,490	50,000	52,000	52,000	
0293	Maint of Motor Veh/Fleet	71,882	61,600	64,842	64,850	67,770	67,770	
0294	Oil and Fluids/Fleet	6,930	4,400	7,950	7,950	0	0	
0296	Maint of Oper Eq/Fleet	0	330	148	330	0	0	
0310	Gasoline & Oil	53,933	67,000	35,831	55,000	57,000	57,000	
0313	Motor Vehicles Maint. Sup	0	300	0	300	300	300	
0316	Equipment Maint. Supplies	21	100	0	100	100	100	
0319	Safety Supplies	400	400	263	400	400	400	
0320	Small Tools	0	150	34	150	150	150	
0333	All Other Supplies	0	150	0	150	150	150	
0339	Tires & Tire Maintenance	20,142	20,000	10,932	20,000	20,000	20,000	
	<b>REFUSE GARBAGE COLLECTION</b>	<b>973,153</b>	<b>983,270</b>	<b>713,143</b>	<b>970,560</b>	<b>1,025,860</b>	<b>986,710</b>	<b>3,440</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>SANITARY SEWERS/LIFT STATION (4103-733)</b>								
0102	Full Time Hourly Wages	117,876	139,870	118,706	152,000	0	0	
0104	Overtime Wages	5,065	3,000	5,615	5,620	0	0	
0110	Health Insurance	38,452	43,490	41,762	43,490	0	0	
0111	Fringes	24,946	28,820	25,078	31,270	0	0	
0115	Schools/Seminars/Training	0	200	103	200	0	0	
0124	Meal Allowance	16	50	44	50	0	0	
0216	Maint of Operating Equip	40	100	7	100	0	0	
0221	Telephone	3,747	3,850	2,073	3,850	0	0	
0222	Electricity	37,380	39,000	25,718	39,000	0	0	
0223	Natural Gas	509	520	249	450	0	0	
0224	Water & Sewer	5,003	5,220	3,998	5,500	0	0	
0226	Storm Water	40	0	63	90	0	0	
0227	Cellular Telephone	431	860	155	430	0	0	
0236	Outside Services	21,128	22,000	10,900	22,000	0	0	
0238	Professional Services	0	500	0	500	0	0	
0242	Permits	0	100	0	100	0	0	
0251	Rental	0	0	80	80	0	0	
0252	Rental of Equipment	0	500	0	250	0	0	
0293	Maint of Motor Veh/Fleet	38,001	24,200	20,041	24,200	0	0	
0294	Oil and Fluids/Fleet	953	1,210	604	1,210	0	0	
0296	Maint of Oper Eq/Fleet	2,804	5,500	1,912	3,000	0	0	
0305	Chemicals	0	1,200	1,033	1,200	0	0	
0310	Gasoline & Oil	13,213	16,500	11,887	16,500	0	0	
0313	Motor Vehicles Maint. Sup	0	100	0	100	0	0	
0316	Equipment Maint. Supplies	782	800	779	800	0	0	
0319	Safety Supplies	910	1,000	238	1,000	0	0	
0320	Small Tools	120	200	78	200	0	0	
0331	Sand Gravel Hot/Cold Mix	382	300	0	300	0	0	
0333	All Other Supplies	819	900	792	900	0	0	
0335	Manhole/Catch Basin/Pipe	0	500	0	500	0	0	
0339	Tires & Tire Maintenance	1,098	1,500	2,770	3,500	0	0	
0344	Small Equipment	633	800	50	800	0	0	
0346	Maint of Lift Station	769	3,500	3,634	4,000	0	0	
	<b>SAN. SEWERS/LIFT STATION</b>	<b>315,117</b>	<b>346,290</b>	<b>278,369</b>	<b>363,190</b>	<b>0</b>	<b>0</b>	<b>(346,290)</b>
<b>SANITARY T-V SEWER INSP. &amp; SEALING (4104-733)</b>								
0102	Full Time Hourly Wages	0	200	0	200	0	0	
0110	Health Insurance	0	70	0	70	0	0	
0111	Fringes	0	40	0	40	0	0	
0224	Water & Sewer	0	400	0	400	0	0	
0236	Outside Services	17,209	43,000	3,915	20,000	0	0	
0238	Professional Services	0	500	0	500	0	0	
0252	Rental of Equipment	0	500	0	500	0	0	
	<b>T-V SEWER INSP. &amp; SEALING</b>	<b>17,209</b>	<b>44,710</b>	<b>3,915</b>	<b>21,710</b>	<b>0</b>	<b>0</b>	<b>(44,710)</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>REPAIR OF STREETS (5101-734)</b>								
0102	Full Time Hourly Wages	204,852	220,960	144,006	204,000	227,000	225,000	
0104	Overtime Wages	604	150	11	150	150	150	
0110	Health Insurance	64,259	67,270	48,378	67,270	79,240	75,720	
0111	Fringes	41,690	44,610	29,056	41,190	46,560	46,130	
0115	Schools/Seminars/Training	0	50	0	50	50	50	
0213	Maint of Motor Vehicles	0	150	1,034	1,040	150	150	
0216	Maint of Operating Equip	0	150	0	150	150	150	
0236	Outside Services	53,599	55,000	55,077	55,100	60,000	60,000	
0293	Maint of Motor Veh/Fleet	25,341	33,000	22,904	30,000	41,290	41,290	
0294	Oil and Fluids/Fleet	1,772	2,420	864	2,420	0	0	
0296	Maint of Oper Eq/Fleet	8,354	9,900	8,803	9,900	0	0	
0310	Gasoline & Oil	13,550	13,300	9,175	13,300	14,000	14,000	
0313	Motor Vehicles Maint. Sup	0	50	0	50	50	50	
0316	Equipment Maint. Supplies	0	350	262	350	350	350	
0319	Safety Supplies	252	300	0	300	300	300	
0320	Small Tools	88	100	0	100	100	100	
0331	Sand Gravel Hot/Cold Mix	30,828	26,000	20,709	26,000	30,000	30,000	
0333	All Other Supplies	1,230	3,000	3,291	3,300	3,000	3,000	
0339	Tires & Tire Maintenance	1,611	1,500	1,915	2,250	1,500	1,500	
0501	Vandalism	0	0	245	250	0	0	
	<b>REPAIR OF STREETS</b>	<b>448,030</b>	<b>478,260</b>	<b>345,730</b>	<b>457,170</b>	<b>503,890</b>	<b>497,940</b>	<b>19,680</b>
<b>SNOW &amp; ICE REMOVAL (6102-735)</b>								
0102	Full Time Hourly Wages	84,850	101,360	55,734	90,000	105,000	100,000	
0104	Overtime Wages	78,855	80,000	39,716	60,000	80,000	80,000	
0110	Health Insurance	51,201	55,510	32,063	55,510	64,940	60,540	
0111	Fringes	33,130	36,590	19,257	30,260	37,960	36,880	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0124	Meal Allowance	1,543	1,500	736	1,000	1,500	1,500	
0213	Maint of Motor Vehicles	0	500	413	500	500	500	
0216	Maint of Operating Equip	0	100	15	100	100	100	
0236	Outside Services	2,685	2,000	542	800	2,000	2,000	
0293	Maint of Motor Veh/Fleet	64,092	104,500	72,999	104,500	167,570	167,570	
0294	Oil and Fluids/Fleet	4,560	6,050	3,438	6,050	0	0	
0296	Maint of Oper Eq/Fleet	67,776	49,500	41,097	49,500	0	0	
0310	Gasoline & Oil	46,451	35,000	27,410	35,000	36,000	36,000	
0313	Motor Vehicles Maint. Sup	0	200	0	200	200	200	
0316	Equipment Maint Supplies	339	500	30	300	300	300	
0319	Safety Supplies	199	200	0	200	200	200	
0320	Small Tools	100	100	0	100	100	100	
0332	Salt & Stone Chips	100,993	113,500	101,057	113,500	105,000	105,000	
0333	All Other Supplies	461	800	6	200	800	800	
0339	Tires & Tire Maintenance	5,914	5,000	1,710	5,000	5,500	5,500	
0344	Small Equipment	0	50	0	50	50	50	
	<b>SNOW &amp; ICE REMOVAL</b>	<b>543,149</b>	<b>593,160</b>	<b>396,223</b>	<b>552,970</b>	<b>607,920</b>	<b>597,440</b>	<b>4,280</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>WEED CUTTING (6103-735)</u></b>								
0102	Full Time Hourly Wages	29,801	24,320	18,738	22,000	23,000	23,000	
0103	Temporary Wages	7,258	10,000	7,027	8,000	9,000	9,000	
0110	Health Insurance	11,591	10,480	8,655	10,480	11,130	10,760	
0111	Fringes	7,506	6,920	5,195	6,050	6,560	6,560	
0293	Maint of Motor Veh/Fleet	3,662	3,300	4,800	6,000	16,990	16,990	
0294	Oil and Fluids/Fleet	596	310	523	650	0	0	
0296	Maint of Oper Eq/Fleet	6,372	10,450	5,686	10,450	0	0	
0310	Gasoline & Oil	3,711	3,100	3,123	3,130	3,200	3,200	
0319	Safety Supplies	0	50	0	50	50	50	
0333	All Other Supplies	38	800	1,460	1,860	800	800	
0339	Tires & Tire Maintenance	0	300	300	450	500	500	
	<b>WEED CUTTING</b>	<b>70,535</b>	<b>70,030</b>	<b>55,507</b>	<b>69,120</b>	<b>71,230</b>	<b>70,860</b>	<b>830</b>
<b><u>TRAFFIC CONTROL (7101-736)</u></b>								
0102	Full Time Hourly Wages	100,728	94,270	76,917	98,000	102,000	102,000	
0104	Overtime Wages	9,475	6,000	5,015	6,000	6,000	6,000	
0110	Health Insurance	34,468	30,530	27,522	30,530	37,570	36,330	
0111	Fringes	22,350	20,230	16,530	20,980	22,130	22,130	
0115	Schools/Seminars/Training	150	200	0	200	200	200	
0124	Meal Allowance	104	50	40	50	50	50	
0217	Maint of Traffic Signals	15,314	8,000	3,588	8,000	8,500	8,500	
0218	Maintenance of Software	1,485	1,550	1,485	1,550	1,550	1,550	
0221	Telephone	3	10	2	10	10	10	
0222	Electricity	12,848	14,350	8,013	14,400	15,400	15,400	
0227	Cellular Telephone	1,051	1,000	555	1,000	1,000	1,000	
0229	Maint of Pavement Marking	0	1,000	0	1,000	0	0	
0236	Outside Services	1,008	500	0	500	500	500	
0293	Maint of Motor Veh/Fleet	5,127	5,500	8,049	8,050	7,790	7,790	
0294	Oil and Fluids/Fleet	105	150	55	100	0	0	
0296	Maint of Oper Equip/Fleet	0	120	0	50	0	0	
0301	Office Supplies	0	20	13	20	20	20	
0310	Gasoline & Oil	2,779	2,600	1,719	2,600	2,700	2,700	
0316	Equipment Maint. Supplies	0	1,000	0	1,000	1,000	1,000	
0317	Traffic Signal Supplies	35,366	27,000	2,928	27,000	29,000	0	
0319	Safety Supplies	0	100	0	100	100	100	
0320	Small Tools	499	500	481	500	500	500	
0324	Pavement Marking Supplies	1,274	1,300	235	1,000	1,000	1,000	
0327	Sign & Barricade Supplies	10,485	15,000	7,445	14,000	12,000	12,000	
0333	All Other Supplies	6	100	129	1,400	100	100	
0344	Small Equipment	1,600	200	0	200	200	200	
	<b>TRAFFIC CONTROL</b>	<b>256,225</b>	<b>231,280</b>	<b>160,721</b>	<b>238,240</b>	<b>249,320</b>	<b>219,080</b>	<b>(12,200)</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>STREET LIGHTING (7104-736)</u></b>								
0102	Full Time Hourly Wages	254	2,530	406	1,990	2,340	2,340	
0110	Health Insurance	79	780	136	780	810	780	
0111	Fringes	51	500	80	390	480	480	
0222	Electricity	598,133	615,000	405,474	610,000	653,000	653,000	
0236	Outside Services	10,266	5,000	1,355	5,000	5,000	5,000	
0293	Maint of Motor Veh/Fleet	0	240	0	100	100	100	
0311	Fixed Equip. Maint Supply	2,770	2,500	4,631	4,640	3,000	0	
0316	Equipment Maint. Supplies	141	100	121	130	100	100	
0333	All Other Supplies	300	300	0	200	300	300	
	<b>STREET LIGHTING</b>	<b>611,994</b>	<b>626,950</b>	<b>412,203</b>	<b>623,230</b>	<b>665,130</b>	<b>662,100</b>	<b>35,150</b>
<b><u>CAPITAL OUTLAY - P.W. EQUIP. (7581-737)</u></b>								
8108	Office Furniture & Equip.	126	250	0	250	250	250	
8113	Communication Equipment	64	750	87	750	750	750	
8115	Computer Hardware Outlay	2,836	4,200	700	4,200	4,200	4,200	
8116	Maintenance Equipment	3,195	4,000	1,415	4,000	4,000	4,000	
8133	All Other Equipment	0	1,000	795	1,000	1,000	1,000	
	<b>CAP. OUTLAY - P.W. EQUIP.</b>	<b>6,221</b>	<b>10,200</b>	<b>2,997</b>	<b>10,200</b>	<b>10,200</b>	<b>10,200</b>	<b>0</b>
<b><u>PARKING LOTS (7702-738)</u></b>								
0102	Full Time Hourly Wages	0	0	0	0	20,000	20,000	
0104	Overtime Wages	0	0	0	0	10,000	10,000	
0110	Health Insurance	0	0	0	0	10,430	10,090	
0111	Fringes	0	0	0	0	6,150	6,150	
0124	Meal Allowance	0	0	0	0	150	150	
0219	Maintenance of Land	0	0	0	0	16,500	16,500	
0222	Electricity	0	0	0	0	3,000	3,000	
0226	Storm Water	0	0	0	0	5,690	5,690	
0236	Outside Services	0	0	0	0	1,000	1,000	
0237	Pest Control	0	0	0	0	400	400	
0251	Rental	0	0	0	0	16,700	16,700	
0293	Maint of Motor Veh/Fleet	0	0	0	0	12,000	12,000	
0310	Gasoline & Oil	0	0	0	0	500	500	
0332	Salt & Stone Chips	0	0	0	0	500	500	
0333	All Other Supplies	0	0	0	0	200	200	
	<b>PARKING LOTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>103,220</b>	<b>102,880</b>	<b>102,880</b>
<b><u>PARKING RAMP (7705-738)</u></b>								
0101	Salaries	0	0	0	0	9,890	9,890	
0102	Full Time Hourly Wages	0	0	0	0	7,200	7,200	
0110	Health Insurance	0	0	0	0	6,140	5,940	
0111	Fringes	0	0	0	0	3,560	3,560	
0214	Maint of Buildings	0	0	0	0	18,000	18,000	
0216	Maint of Operating Equip	0	0	0	0	100	100	
0221	Telephone	0	0	0	0	470	470	
0222	Electricity	0	0	0	0	34,500	34,500	
0224	Water & Sewer	0	0	0	0	4,640	4,640	
0226	Storm Water	0	0	0	0	1,280	1,280	
0236	Outside Services	0	0	0	0	24,000	24,000	
0237	Pest Control	0	0	0	0	1,600	1,600	
0238	Professional Services	0	0	0	0	250	250	
0242	Permits	0	0	0	0	50	50	
0293	Maint of Motor Veh/Fleet	0	0	0	0	330	330	
0306	Cleaning/Janitor Supplies	0	0	0	0	500	500	
0314	Building Maint. Supplies	0	0	0	0	1,500	1,500	
0316	Equipment Maint. Supplies	0	0	0	0	500	500	



**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PUBLIC WORKS EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PARKING RAMP (CONT.)</b>								
0319	Safety Supplies	0	0	0	0	150	150	
0320	Small Tools	0	0	0	0	250	250	
0332	Salt & Stone Chips	0	0	0	0	9,000	9,000	
0333	All Other Supplies	0	0	0	0	100	100	
0344	Small Equipment	0	0	0	0	250	250	
0501	Vandalism	0	0	0	0	200	200	
	<b>PARKING RAMP</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124,460</b>	<b>124,260</b>	<b>124,260</b>
<b>DPW SERVICES - INTERDEPARTMENTAL</b>								
<b>(7901-739 thru 7999-739)</b>								
0101	Salaries	0	0	1,249	1,250	0	0	
0102	Full Time Hourly Wages	3,294	8,220	3,284	8,200	4,100	4,100	
0104	Overtime Wages	292	100	396	400	200	200	
0110	Health Insurance	1,122	2,530	1,656	2,530	1,500	1,450	
0111	Fringes	728	1,690	1,001	1,980	880	880	
	<b>DPW SERVICES - INTERDEPT.</b>	<b>5,436</b>	<b>12,540</b>	<b>7,586</b>	<b>14,360</b>	<b>6,680</b>	<b>6,630</b>	<b>(5,910)</b>
<b>PUBLIC WORKS DEPARTMENT</b>		<b>4,596,150</b>	<b>4,816,940</b>	<b>3,372,251</b>	<b>4,724,910</b>	<b>4,866,480</b>	<b>4,753,870</b>	<b>(63,070)</b>
						Percent Budget Change		<b>-1.31%</b>

**CITY OF NEENAH**  
**REQUEST FOR 2025 OPERATING**  
**BUDGET SUPPLEMENTARY DETAIL**  
**SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Public Works
<b>Program:</b>
Public Works

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
<b>FULL TIME</b>				
Director of Public Works	19	1.00	19	1.00
Public Works Superintendent	14	1.00	14	1.00
P.W. Asst. Superintendent	11	1.00	11	1.00
Civil Engineer III	13	2.00	13	2.00
Traffic Engineer	13	1.00	13	1.00
Engineering Technician I	10	1.00	10	1.00
Const. Insp./Engineer Aide I	7	1.00	7	1.00
Office Manager	7	1.00	7	1.00
Traffic Maintenance Crew Person	8	1.00	8	1.00
Crew Person	7	25.00	7	26.00
Garage Attendant	7	0.50	7	0.50
(shared w/ Fleet Management)				
Subtotal		35.50		36.50
<b>PART-TIME</b>				
Garage Admin Assistant (1,510 Hours)	6	0.67	6	0.67
<b>TOTAL</b>	<b>XXX</b>	<b>36.17</b>	<b>XXX</b>	<b>37.17</b>

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# DEPARTMENT OF COMMUNITY DEVELOPMENT

## Department Head

Chris Haese

## Major Activities

The Department provides a comprehensive level of property services and development programs. Activities include economic development initiatives; planning services; zoning code administration; neighborhood and project-level planning; small business and home improvement loans; low-cost public transit management; grants administration; weights and measures; building, plumbing, electrical and heating permits/inspections; Assessor services; and the City's Geographic Information Systems (GIS).

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 1,770,888	\$ 1,955,560	\$ 2,105,250	7.65%	\$ 1,994,930	2.01%

No. of Employees (FTE)	9.67	10.67	10.67	0%	10.67	0%
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## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ (110,320)

### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$110,320 reduction in Community Development's budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Community Development
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**Goals/Responsibilities:**

Provide planning and zoning services, building permits and inspections, City Sealer duties, City Assessor duties, coordinate GIS services, and community and economic development programs.

**Activities:**

City planning; zoning and housing code administration; building, plumbing, electrical and heating permits/inspections; establish uniform values for all land, improvements and personal property in the City; economic development programs; overseeing the City's GIS functions; Tax Incremental Finance oversight; project development planning; business development loans; home improvement loans; grants administration (CDBG, Dial-A-Ride, Mass Transit). Staff serves Mayor, Common Council, Plan Commission, Community Development Authority, Board of Appeals, Board of Review, Loan Assistance Board, Committee on Aging, Landmarks Commission, Parking Task Force, BID Board, Sustainable Neenah Committee and special project committees.

**2024 Accomplishments:**

**Planning**

As of September 1, 2024, Staff have reviewed 35 planning/zoning cases including site plans, special use permits, plats, annexations, variances/appeals, certified survey maps, and rezoning requests which is consistent with previous years. Between 2019 and 2023, Staff have averaged 44 planning/zoning reviews per year. The major developments in 2024, included the construction of the first phase of the RGL distribution facility along Dixie Road, approval of plans for a new Boys and Girls Club on Marathon Avenue, approval of plans for the Edgewater Door manufacturing facility, the construction of a building addition to the Bridgewood Hotel and Conference Center, and the approval to the 3<sup>rd</sup> and 4<sup>th</sup> Additions to the Homes at Freedom Meadows subdivisions.

Staff completed an update to the City's 2040 Comprehensive Plan which included updates to demographic, economic, housing, and other relevant data.

The Community Development Department began a housing study and needs assessment in 2024. The housing study will help provide clarity on Neenah's housing market and provide strategies to increasing new housing construction, improving housing affordability, and identifying changes to the City's municipal code to increase housing in the City.

**Inspections**

As of August 2024, completed over 3,040 inspections in response to permits issued, complaints received, well abandonment, RPZ testing, housing rehab, sewer exemption programs and erosion control.

**Weights and Measures**

As of July 1, 2024, the City Sealer completed 89 inspections which included regulation inspections, complaint-based inspections and recheck inspections.

**City Assessor**

Staff conducted Open Book and Board of Review, which resulted in no Board of Review cases for 2024. Assessment staff is conducting neighborhood reviews starting in the Sherrytown neighborhood and moving west to the S. Lake Street neighborhood. The neighborhood review helps assessment staff maintain accurate property records. Approximately 30% of the homes have allowed an internal walk-through. The number of property sales for 2024, are 8% higher than 2023. The median home value has increased 7% from last year. Over 700 building permits have been reviewed as of September 1, 2024, which is in-line with previous years.

**Economic Development**

Managed Community Development Authority projects. Created TID No. 13. Executed Development Agreements with Checker Logistics and Bridgewood Hotel. Completed a key property acquisition to facilitate the Checker Logistics development. Provided assistance to developers and businesses looking to locate, relocate or expand in Neenah. Continue to market industrial sites in the Southpark Industrial Center and Southpark Industrial Center expansion area and commercial sites along S. Commercial Street. Continue to participate in the Arrowhead/Waterfront District Master Plan development.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Community Development
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

Geographic Information Systems (GIS)

The Department continues to promote and expand GIS throughout the City, both internally and externally. GIS staff continues to meet with other City departments to introduce GIS and its capabilities to improve efficiency, analyze data and improve decision-making, and develop methods for storing data within the GIS. A GIS users group was created in 2024, to provide better communication amongst GIS users and exchange ideas on how GIS can be expanded within the City. GIS staff updated the City's orthoimage (aerial photo) which provides a new and higher resolution image.

Housing and Community Services

Prepared 2024 CDBG application and Annual Plan. Prepared grant applications for Dial-A-Ride program. Coordinated housing rehabilitation and homebuyers' programs. Managed CDBG, Dial-A-Ride, Landmarks Commission, Committee on Aging, Y-Senior and Sustainable Neenah Committee programs.

Participated in local and area-wide efforts to improve housing opportunities for all citizens. Assisted Landmarks Commission and Sustainable Neenah with their community awareness efforts.

The City of Neenah Houses Into Homes Program debuted in March of 2024. As of August 15, 2024, 13 projects have been approved – 9 Curb Appeal Grant projects and 4 Refresh and Renew Loan projects. Total amount committed to approved projects is \$78,784.16 with \$40,687 having been paid out to finished projects.

**2025 Goals/Plans:**

Planning

- Finalize the Housing Study and Needs Assessment and begin implementation.
- Update the City's Zoning Code and Sign Code.
- Review and amend, where necessary, the Department's planning and zoning review process including updating City applications.
- Develop a public GIS application identifying city-wide zoning and planning reviews and development projects.
- Review and make updates to the City's Official Street Map.
- Continue to monitor the City's Comprehensive Plan and implement the recommendations of the Plan.
- Expand use of computer/GIS systems and land records modernization for internal and external (public) use.
- Continue effective internship program to the benefit of the City and upcoming planning and GIS professionals.
- Update development review process and identify additional efficiencies.
- Review City's residential subdivision fee structure and identify options to ensure costs/fees are compatible with other similarly sized communities.
- Develop neighborhood plans for undeveloped land in the City's growth corridor.
- Update the City's Trails Plan.
- Document planning/zoning review processes.
- Continue to participate in the implementation of the Arrowhead Master Plan.

Inspections

- Ongoing inspections/enforcement duties.
- Continue staff cross-training efforts.
- Expand mobile applications for inspection team.
- Continue enhancement of the on-line permitting system to improve efficiencies and customer experience.

City Assessor

- Continue the neighborhood review program which aims to increase interior and exterior inspections homes.
- Execute all permit, property sales and annual neighborhood inspections of residential properties.
- Continue quality control initiatives in order to ensure accuracy of data.
- Prioritize/modify office and field procedures to accelerate frequency of city-wide revaluations.
- Manage work of Statutory Assessor.
- Conduct Open Book and Board of Review hearings.
- Initiate a new contract for Statutory Assessment and commercial appraising duties.
- Develop tools to improve customer service and provide on-line and electronic assessment forms

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Community Development
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

City Sealer

- Administer and enforce the Weights and Measures laws and standards of Wisconsin.
- Annually inspect businesses providing a commodity for sale by weight or measure.
- Maintain an inspection rate of at least 95%.

Economic Development

- Provided guidance and oversight of the Arrowhead Redevelopment.
- Manage Downtown Gateway Redevelopment Area projects.
- Manage expansion of Southpark Industrial Center.
- Administered all seven Tax Increment Districts and managed projects within the Districts.
- Manage small business loan program.
- Manage community-wide economic development marketing program.
- Continue timely updates of City website with relevant economic development information and data.
- Continue to actively participate in regional economic development efforts with the Fox Cities Economic Development Partnership, Fox Cities Regional Partnership and the New North.
- Continue business retention efforts with a goal to visit at least 10 businesses.
- Coordinate downtown parking programs.

Geographic Information Systems (GIS)

- Document five (5) processes related to the administration of GIS
- Finalize, Deferred Assessment Application
- Continue to update and maintain existing GIS Applications
- Develop a list of future applications (public and internal)
- Create a GIS training system for employees new to GIS and more advanced GIS users
- Develop a GIS Strategic Plan
- Hire a consultant to upgrade and configure the newest version of ArcGIS Enterprise.

Housing and Community Services

- Coordinate housing rehabilitation and homebuyers' program.
- Implemented the new Houses to Homes housing initiative.
- Monitor public transit service and funding options.
- Evaluate Small Business Loan program to encourage the formation of new business within the City.
- Prepare grant applications and manage projects for CDBG, Dial-A-Ride and other appropriate programs.
- Pursue implementation of Neenah's Sustainability Plan.

**Major Increases (Decreases) in 2025 Budget:**

*Administration:*

- Zoning Code and Sign Code Re-write: Increase of \$100,000. (\$130,000 total estimated expenditure with \$30,000 carry forward from 2024).



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>COMMUNITY DEVELOPMENT</b>								
<b><u>COMM. DEVELOPMENT ADMIN. (9301-801)</u></b>								
0101	Salaries	337,168	359,980	254,897	360,790	375,760	375,760	
0103	Temporary Wages	5,918	7,750	8,673	8,680	8,500	8,500	
0110	Health Insurance	74,880	77,980	58,500	77,880	91,000	87,990	
0111	Fringes	59,399	63,520	45,528	63,620	66,660	66,660	
0115	Schools/Seminars/Training	40	1,750	2,225	2,300	1,500	1,500	
0128	Empl Recognition Awards	52	30	0	0	0	0	
0203	Postage	713	1,200	699	750	1,300	1,300	
0206	Advertising & Publication	0	200	9	200	200	200	
0207	Dues & Memberships	501	500	591	600	600	600	
0212	Maint of Office Equipment	0	50	0	50	50	50	
0218	Maint of Software	222	550	204	500	960	960	
0227	Cellular Telephone	560	500	360	480	480	480	
0236	Outside Services	375	30,000	0	0	100,000	0	
0254	Printer / Copies	1,747	1,530	1,344	1,600	2,000	2,000	
0255	IS Services / Internal	25,540	25,300	18,975	25,300	22,100	22,100	
0258	GIS Services/Internal	9,690	0	0	0	0	0	
0301	Office Supplies	600	600	390	600	600	600	
0302	Inhouse Printing	0	30	0	30	30	30	
0303	Computer Oper Supplies	0	250	0	0	0	0	
0308	Books and Periodicals	70	100	0	100	100	100	
0333	All Other Supplies	229	100	0	100	100	100	
0343	Small Program Packages	814	500	365	370	620	620	
0344	Small Equipment	0	200	14	200	200	200	
0347	Small Computer Hardware	592	600	0	250	500	500	
	<b>COMM. DEVELOP. ADMIN.</b>	<b>519,110</b>	<b>573,220</b>	<b>392,774</b>	<b>544,400</b>	<b>673,260</b>	<b>570,250</b>	<b>(2,970)</b>
<hr/>								
<b><u>INSPECTIONS (9302-801)</u></b>								
0101	Salaries	201,978	230,010	153,474	232,070	242,050	242,050	
0110	Health Insurance	50,880	53,110	39,870	53,110	62,180	60,120	
0111	Fringes	40,109	45,750	30,527	46,160	48,850	48,850	
0115	Schools/Seminars/Training	1,774	3,000	1,767	2,800	3,130	3,130	
0205	Debit Card Charges	4,710	4,830	7,360	9,000	10,000	10,000	
0207	Dues & Memberships	785	400	266	400	1,200	1,200	
0213	Maint of Motor Vehicles	0	200	4	200	450	450	
0218	Maint of Software	0	270	0	0	0	0	
0227	Cellular Telephone	2,449	2,200	451	850	840	840	
0236	Outside Services	0	450	0	350	450	450	
0254	Printer / Copies	218	190	168	190	300	300	
0255	IS Services / Internal	20,940	19,170	14,378	19,170	17,400	17,400	
0258	GIS Services/Internal	3,320	0	0	0	0	0	
0293	Maint Of Motor Veh/Fleet	1,214	4,620	2,474	4,500	1,260	1,260	
0294	Oil and Fluids/Fleet	89	180	60	180	0	0	
0302	Inhouse Printing	0	70	0	50	80	80	
0308	Books and Periodicals	0	800	0	500	2,000	2,000	
0310	Gasoline & Oil	1,753	2,500	1,436	1,750	2,500	2,500	
0333	All Other Supplies	546	750	477	750	850	850	
0334	Other- WI Building Seals	1,194	1,500	1,493	1,500	2,500	2,500	
0347	Small Computer Hardware	0	0	0	0	250	250	
	<b>INSPECTIONS</b>	<b>331,959</b>	<b>370,000</b>	<b>254,205</b>	<b>373,530</b>	<b>396,290</b>	<b>394,230</b>	<b>24,230</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>GIS (9303-801)</b>								
0101	Salaries	0	76,710	55,601	76,690	79,870	79,870	
0110	Health Insurance	0	19,490	14,580	19,490	22,750	22,000	
0111	Fringes	0	13,680	9,916	13,680	14,340	14,340	
0115	Schools/Seminars/Training	0	700	0	0	700	700	
0123	Auto Allowance	0	50	0	50	50	50	
0210	Maintenance of Hardware	0	250	0	0	0	0	
0218	Maint of Software	0	250	0	0	0	0	
0227	Cellular Telephone	0	480	360	480	480	480	
0236	Outside Services	0	0	0	0	15,000	15,000	
0255	IS Services / Internal	0	15,110	11,332	15,110	15,300	15,300	
0303	Computer Oper Supplies	0	750	81	500	500	500	
0343	Small Program Packages	0	250	50	200	250	250	
0347	Small Computer Hardware	0	300	0	50	250	250	
	<b>WEIGHTS &amp; MEASURES</b>	<b>0</b>	<b>128,020</b>	<b>91,920</b>	<b>126,250</b>	<b>149,490</b>	<b>148,740</b>	<b>20,720</b>

**WEIGHTS & MEASURES (9305-801)**

0203	Postage	73	200	72	200	300	300	
0236	Outside Services	16,056	18,500	12,420	18,500	23,750	23,750	
0301	Office Supplies	178	250	0	250	300	300	
0302	Inhouse Printing	0	100	0	100	100	100	
0303	Computer Oper Supplies	0	100	0	100	0	0	
0333	All Other Supplies	423	500	0	500	500	500	
0344	Small Equipment	0	350	0	350	350	350	
0347	Small Computer Hardware	0	250	0	250	500	500	
0349	Decals	100	0	0	0	100	100	
	<b>WEIGHTS &amp; MEASURES</b>	<b>16,830</b>	<b>20,250</b>	<b>12,492</b>	<b>20,250</b>	<b>25,900</b>	<b>25,900</b>	<b>5,650</b>

**ASSESSOR OPERATIONS (9314-801)**

0101	Salaries	152,066	132,240	114,578	132,220	137,690	137,690	
0103	Temporary Wages	0	1,500	0	0	1,000	500	
0110	Health Insurance	37,440	38,990	29,250	38,990	45,500	44,000	
0111	Fringes	30,720	27,020	23,149	27,020	28,560	28,560	
0115	Schools/Seminars/Training	344	1,000	420	500	1,000	1,000	
0202	Outside Printing	1,766	1,200	236	500	1,200	1,200	
0203	Postage	9,903	3,500	1,047	1,050	1,500	1,500	
0207	Dues & Memberships	1,950	2,200	2,080	2,080	2,100	2,100	
0213	Maint of Motor Vehicles	10	150	0	0	150	150	
0218	Maint of Software	0	100	0	100	100	100	
0227	Cellular Telephone	1,063	1,200	734	1,000	1,200	1,200	
0233	Other Serv-Manufac Fees	11,855	15,000	0	15,000	15,000	14,000	
0236	Outside Services	86,500	36,500	27,375	36,500	36,500	36,500	
0254	Printer / Copies	218	190	168	190	300	300	
0255	IS Services / Internal	20,090	20,460	15,345	20,460	22,300	22,300	
0258	GIS Services/Internal	2,700	0	0	0	0	0	
0293	Maint Of Motor Veh/Fleet	1,220	240	144	250	530	530	
0294	Oil and Fluids/Fleet	31	70	31	70	0	0	
0301	Office Supplies	32	100	13	100	100	100	
0303	Computer Oper Supplies	0	50	0	0	50	50	
0308	Books and Periodicals	0	100	0	0	100	100	
0310	Gasoline & Oil	182	300	132	300	300	300	
0333	All Other Supplies	157	150	148	170	150	150	
0344	Small Equipment	66	50	0	50	50	50	
0347	Small Computer Hardware	0	200	0	0	250	250	
	<b>ASSESSOR OPERATIONS</b>	<b>358,313</b>	<b>282,510</b>	<b>214,850</b>	<b>276,550</b>	<b>295,630</b>	<b>292,630</b>	<b>10,120</b>

**COMMUNITY DEVELOPMENT**

<b>1,226,212</b>	<b>1,374,000</b>	<b>966,241</b>	<b>1,340,980</b>	<b>1,540,570</b>	<b>1,431,750</b>	<b>57,750</b>
Percent Budget Change						<b>4.20%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Community Development
<b>Program:</b> Comm. Dev. and Human Services

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director of CD/Assessment	19	1.00	19	1.00
Deputy Director-CD/Assessmt	14	1.00	15	1.00
Chief Building Inspector	13	1.00	13	1.00
Plumbing & Mech. Inspector	12	1.00	12	1.00
Asst. Building Inspector	10	1.00	10	1.00
GIS Coordinator	10	1.00	10	1.00
Assistant Planner	9	1.00	9	1.00
Property Appraiser II	10	1.00	10	1.00
Property Appraiser I	8	1.00	8	1.00
Community Dev. Specialist	8	1.00	8	1.00
Admin Asst/Assessor Tech	6	0.67	6	0.67
TOTAL	XXX	10.67	XXX	10.67

**CITY OF NEENAH  
2025 ADOPTED BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Landmarks Commission
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Landmarks Commission

**Goals/Responsibilities:**

Effect and accomplish the protection, enhancement and perpetuation of improvements and districts which represent or reflect elements of the City's cultural, social, economic, political, engineering and architectural history. Safeguard the City's historic and cultural heritage, as embodied and reflected in such historic structures, sites and districts. Stabilize and improve property values. Foster civic pride in the beauty and noble accomplishments of the past. Protect and enhance the City's attractions to residents, tourists and visitors, and serve as a support and stimulus to business and industry. Promote the use of historic structures, sites and districts for the education, pleasure and welfare of the citizens of the City.

**Activities:**

Commission activities include research of individual properties and districts with the intent of designating appropriate properties and areas as historic landmarks with its accompanying protection. The Commission also lends its expertise to interested individuals seeking information on preservation, and to the general public regarding Neenah's historic structures, sites and districts.

**2024 Accomplishments:**

The Commission sponsored a voyageur canoe historic tour.

One historic property was designated as a local landmark, 1002 E. Forest Avenue.

**2025 Goals/Plans:**

The Commission plans to evaluate and designate properties as local landmarks, review plans for exterior building permit projects on landmark properties and conduct public information and education activities.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Sustainable Neenah
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**SUSTAINABLE NEENAH COMMITTEE**

**Goals/Responsibilities:**

The Sustainable Neenah Committee's primary function is to encourage sustainable practices within the City by informing citizens about local sustainability efforts and increasing awareness of the principles of sustainability.

**Activities:**

Develop and distribute educational materials about sustainable practices. Attend Neenah's Farmer's Market and other community events to promote sustainable practices. Assist with the implementation of sustainable practices, projects and policies.

**2024 Accomplishments:**

Supported the Neenah Farmers Market and provided educational presentations at the market on recycling and solar energy. Provided articles on sustainable practices for the City newsletter and posted information on City Facebook. Initiated evaluation of current and past sustainability practices and planning for future projects and programs.

**2025 Goals/Plans:**

Continue planning process and public information through Farmers Market events, the City website, City newsletter and other media. Continue partnering with residents to conserve resources and encourage recycling. Develop sustainability education materials for new officials and City employees.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Comm. Dev. Authority/ Y-Senior Friends/Committee on Aging
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**COMMUNITY DEVELOPMENT AUTHORITY**

**Goals/Responsibilities:**

Promote and initiate redevelopment, economic development and housing and revitalization programs.

**Activities:**

Identify, recommend and manage commercial and housing redevelopment projects. Manage city-wide redevelopment efforts with particular attention on brownfield redevelopment efforts. Project management of Housing Fund activities. Research and report on funding opportunities. Direct local studies and reports. Direct public education and awareness activities.

**2024 Accomplishments:**

- Finalize administration of \$4.4 million grant from the Department of Administration to assist the Neenah Visiting Nurses Association with the expansion of their Lyon Drive facility.
- Continued efforts to secure an appropriate site for a parking structure to aid in downtown parking.
- Continue brownfield investigation and remediation of a former salvage yard in the Southpark Industrial Center removing blight and provide another redevelopment option in the community.
- Completed brownfield due diligence on the former Donaldson's Cleaners site for possible redevelopment.

**2025 Goals/Plans:**

- Assist with redevelopment of key Brownfield sites within the City.
- Direct redevelopment projects as assigned.
- Continue Land Bank activities in the Gateway Redevelopment District.
- Continue Housing, Block Grant and Redevelopment responsibilities under jurisdiction of CDA.
- Secure site for proposed downtown parking structure and monitor appropriate time for design/construction.

**Major Increases (Decreases) in 2025 Budget:** None.

**Y-SENIOR FRIENDS PROGRAM**

**Goals/Responsibilities:**

Provide programs for senior citizens at Neenah-Menasha YMCA through ForeverWell program.

**Activities:**

Use of Neenah-Menasha YMCA facilities for 260 days per year. Services of a full-time YMCA ForeverWell Program Director and one half-time assistant to plan, organize and supervise programs and activities.

**2024 Accomplishments:**

Past funding:       2022 - \$16,156  
                          2023 - \$16,479  
                          2024 - \$16,900

Proposed funding: 2025 - \$17,240

**2025 Goals/Plans:**

Service provider continues to plan, organize and supervise programs and activities for 260 days per year.

**Major Increases (Decreases) in 2025 Budget:** None.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Comm. Dev. Authority/ Y-Senior Friends/Committee on Aging
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**COMMITTEE ON AGING**

**Goals/Responsibilities/Plans:**

Serve as a forum at which residents can express concerns on issues relating to older adults and to facilitate the distribution and exchange of information about programs on aging.

**2024 Accomplishments:** Distributed general senior information flyer and senior housing pamphlet. Planned implementation of annual School for Seniors event in partnership with Lakeland University.

**Major Increases (Decreases) in 2025 Budget:** None.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Mass Transit
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**MASS TRANSIT**

**Goals/Responsibilities:**

Provide fixed-route bus and ancillary services within the City of Neenah.

**Activities:**

**Fixed-Route Bus Service and Valley Transit II**

Under contract with the City of Appleton, Valley Transit provides both local service (Route 31/32) and two connecting routes, one to Menasha/Appleton (Route 30), which includes evening service, and another route to Grand Chute via the Village of Fox Crossing (Route 41). Valley Transit contracts with Running, Inc. to operate Valley Transit II, a handicapped accessible service for residents eligible under the Americans with Disabilities Act (ADA), local share paid by Winnebago County. In 2024, bus operations for the fixed-route bus service were changed effective July 15 to the hours of 5:45 a.m. to 5:45 p.m. weekdays, and on Saturdays from 7:45 a.m. to 12:45 p.m., depending on the route. The VT Connector is now available for the same fare as the bus (\$2 for adults) during the evening until midnight on weekdays and on Saturdays after the end of bus service hours until midnight.

**VT Connector**

VT Connector, which Valley Transit has operated since 2007, is currently operated through a contract with Running, Inc. In 2024, this demand-responsive, reservation-based transportation program was changed to serve passengers who travel outside of VT's normal operating hours solely rather than also including destinations past the bus routes. Hours are 4:00 a.m. to midnight.

**2024 Accomplishments:**

Through June 2024, there were 39,665 passenger trips on Route 30 (downtown Appleton to downtown Neenah), with 38,815 in 2023; on Route 31/32 (internal Neenah route) 17,431 passenger trips (16,074 in 2023); and on Route 41 (Neenah to Grand Chute), 12,090 passenger trips (11,799 in 2023).

**2025 Goals/Plans:**

Maintain existing routes and programs and review for improvements.

**Major Increases (Decreases) in 2025 Budget:**

	<b><u>2024 Budget</u></b>	<b><u>2024 Estimate</u></b>	<b><u>2025 Budget</u></b>
Gross Bus Service Cost	\$520,970	\$520,970	\$502,760
Less: Grants/Aids	<u>(424,760)</u>	<u>(424,760)</u>	<u>(405,060)</u>
Net Service Cost	96,210	96,210	97,700
Add: Shelter Operating Costs	450	450	460
Add: Connector Service	<u>11,800</u>	<u>11,800</u>	<u>12,180</u>
 NET BUS SERVICE COST	 <u>\$108,460</u>	 <u>\$108,460</u>	 <u>\$110,340</u>



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Dial-A-Ride
<b>Program:</b> Community Development and Human Services	<b>Submitted by:</b> Chris Haese

**DIAL-A-RIDE**

**Goals/Responsibilities:**

Assist residents aged 60 and older who need help with transportation to maintain or increase their independence by providing lower-cost taxi rides to medical appointments, food shopping and errands and social activities.

**Activities:**

Since 1976, the Cities of Neenah and Menasha, and more recently Valley Transit, have cooperated to provide the service. The City of Neenah and Valley Transit agree to provide the service by requesting proposals and contracting with a private provider to offer rides to qualified residents. Funding support is provided to the City of Neenah from the Cities of Neenah and Menasha, United Way and Winnebago County. Program users obtain certification at Neenah City Hall, Neenah Public Library, Menasha Senior Center and the City of Neenah website, schedule with the transportation provider at least a day ahead for rides and pay a \$3.50 fare for each one-way trip at the time of the ride. Rides are provided to destinations throughout the Cities of Neenah and Menasha, Village of Fox Crossing, Town of Grand Chute, and City of Appleton, east to Hwy 441. Valley Transit applies State and Federal grants to the expense, pays the contractor the total ride cost (\$18.57 per trip in 2025) less the fare, and the City of Neenah reimburses Valley Transit for the balance of the cost (the local share.)

**2024 Accomplishments:**

Provide estimated 2,100 rides through a contract with Running, Inc., current program service provider.

**2025 Goals/Plans:**

Budget for an estimated 5,000 rides.

**Major Increases (Decreases) in 2025 Budget:** None

	2023 Actual	2024 Budget	2024 Estimate	2025 Budget
<b>Fund Balance (Deficit) Jan. 1</b>	190,431	230,192	230,192	263,292
<b>Revenues</b>				
City of Neenah	12,000	12,000	12,000	12,000
City of Menasha	10,000	10,000	10,000	10,000
Winnebago County	20,000	20,000	20,000	20,000
United Way	8,372	8,600	8,600	8,700
Interest & Misc.	4,701	3,000	1,000	1,000
<b>Total Revenue</b>	55,073	53,600	51,600	51,700
<b>Expenditures</b>				
Transportation Charges	14,872	64,600	17,500	42,800
Misc. Expenditures	440	1,000	1,000	1,000
Transfer to General Fund	-	-	-	8,000
<b>Total Expenditures</b>	15,312	65,600	18,500	51,800
<b>Excess Revenue Over (Under)</b>				
<b>Expenditures</b>	39,761	(12,000)	33,100	(100)
<b>Fund Balance (Deficit) Dec. 31</b>	230,192	218,192	263,292	263,192

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>OTHER COMMUNITY SERVICES</b>								
<b>LANDMARK OPERATIONS (9319-801)</b>								
0115	Schools/Seminars/Training	0	650	170	170	650	650	
0202	Outside Printing	0	1,000	0	0	1,000	1,000	
0203	Postage	0	100	0	0	100	100	
0206	Advertising & Publication	0	100	21	50	100	100	
0207	Dues & Memberships	(40)	200	390	390	200	200	
0236	Outside Services	1,228	500	400	400	500	500	
0301	Office Supplies	0	50	0	0	50	50	
0318	Maps and Records	0	250	0	0	250	250	
0326	Photography Supplies	0	200	0	0	200	200	
0333	All Other Supplies	237	500	0	0	500	500	
	<b>LANDMARK OPERATIONS</b>	<b>1,425</b>	<b>3,550</b>	<b>981</b>	<b>1,010</b>	<b>3,550</b>	<b>3,550</b>	<b>0</b>
<hr/>								
<b>SUSTAINABLE NEENAH COMMITTEE (9320-801)</b>								
0115	Schools/Seminars/Training	0	300	0	0	300	300	
0202	Outside Printing	0	500	0	0	500	500	
0206	Advertising & Publication	0	100	0	0	100	100	
0207	Dues & Memberships	1,000	1,000	1,000	1,000	1,000	1,000	
0261	Misc	0	600	0	0	600	600	
0333	All Other Supplies	80	1,800	0	0	1,800	1,800	
	<b>SUSTAINABLE NEENAH</b>	<b>1,080</b>	<b>4,300</b>	<b>1,000</b>	<b>1,000</b>	<b>4,300</b>	<b>4,300</b>	<b>0</b>
<hr/>								
<b>COMMUNITY DEVELOPMENT AUTHORITY (9321-801)</b>								
0202	Outside Printing	0	50	0	0	50	50	
0203	Postage	0	50	0	0	50	50	
0206	Advertising & Publication	0	100	0	0	100	100	
0207	Dues & Memberships	0	250	0	0	250	250	
0219	Maintenance of Land	126	6,000	2,473	3,000	6,000	5,000	
0222	Electricity	632	800	416	800	800	800	
0224	Water & Sewer	132	90	101	110	90	90	
0226	Storm Water	2,258	2,000	2,761	3,000	2,100	2,100	
0236	Outside Services	0	2,000	0	0	2,000	2,000	
	<b>COM DEV AUTHORITY</b>	<b>3,148</b>	<b>11,340</b>	<b>5,751</b>	<b>6,910</b>	<b>11,440</b>	<b>10,440</b>	<b>(900)</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>MASS TRANSIT (9323-801)</u></b>								
0222	Electricity	258	300	599	600	300	300	
0226	Storm Water	126	150	95	150	160	160	
0236	Outside Services	510,160	520,970	390,726	520,970	502,760	502,760	
0268	Connector Cost	0	11,800	0	11,800	12,180	12,180	
	<b>MASS TRANSIT</b>	<b>510,544</b>	<b>533,220</b>	<b>391,420</b>	<b>533,520</b>	<b>515,400</b>	<b>515,400</b>	<b>(17,820)</b>
<hr/>								
<b><u>DIAL-A-RIDE PROGRAM (9322-801)</u></b>								
0236	Outside Services	12,000	12,000	9,000	12,000	12,500	12,000	
	<b>Contractual Services</b>	<b>12,000</b>	<b>12,000</b>	<b>9,000</b>	<b>12,000</b>	<b>12,500</b>	<b>12,000</b>	<b>0</b>
	<b>DIAL-A-RIDE PROGRAM</b>	<b>12,000</b>	<b>12,000</b>	<b>9,000</b>	<b>12,000</b>	<b>12,500</b>	<b>12,000</b>	<b>0</b>
<hr/>								
<b><u>Y-SENIOR FRIENDS PROGRAM (9324-801)</u></b>								
0236	Outside Services	16,479	16,900	16,809	16,900	17,240	17,240	
	<b>Contractual Services</b>	<b>16,479</b>	<b>16,900</b>	<b>16,809</b>	<b>16,900</b>	<b>17,240</b>	<b>17,240</b>	<b>340</b>
	<b>Y-SENIOR FRIENDS PROGRAM</b>	<b>16,479</b>	<b>16,900</b>	<b>16,809</b>	<b>16,900</b>	<b>17,240</b>	<b>17,240</b>	<b>340</b>
<hr/>								
<b><u>COMMITTEE ON AGING (9221-792)</u></b>								
0203	Postage	0	100	0	100	100	100	
0204	Conferences & Meetings	0	100	0	100	100	100	
0207	Dues & Memberships	0	50	0	50	50	50	
	<b>Contractual Services</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>0</b>
	<b>COMMITTEE ON AGING</b>	<b>0</b>	<b>250</b>	<b>0</b>	<b>250</b>	<b>250</b>	<b>250</b>	<b>0</b>
<hr/>								
<b>OTHER COMMUNITY SERVICES</b>		<b>544,676</b>	<b>581,560</b>	<b>424,961</b>	<b>571,590</b>	<b>564,680</b>	<b>563,180</b>	<b>(18,380)</b>
								<b>Percent Budget Change -3.16%</b>

# NEENAH PUBLIC LIBRARY

## Department Head

Nicole Hardina-Wilhelm

## Major Activities

The Neenah Public Library serves the educational, informational, and entertainment needs of area residents of all ages and at all stages of life, enriching lives through collections and resources, services and programming.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 2,465,302	\$ 2,601,150	\$ 2,874,130	10.49%	\$ 2,725,170	4.77%
No. of Employees (FTE)	23.27	23.41	24.41	4.3%	23.41	0%

## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

**Mayor Recomendended**                      \$    (148,960)

### Mayor's Comments:

This year's Library budget request includes a new "Youth Services Librarian" position in the amount of \$97,050 (wage and fringe). Due to operating budget constraints, I can not recommend a position being added to this department, thus I am recommending a \$97,050 reduction in the Library budget.

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending an additional \$51,910 reduction in the Library budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah Public Library	<b>Budget:</b> Administration
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Library Board of Trustees

**Goal/Responsibility:**

- To provide public library service to area residents of all ages in accordance with Wisconsin statutes and standards.
- To meet the literacy, entertainment, educational, and enrichment needs and interests of the community.
- Fulfill the Library's mission: Inspiring ideas, enriching lives, creating community, celebrating literacy.

**Activities:**

- Select, catalog, display and provide for efficient checkout and return of library materials for all ages in various formats, including electronic materials.
- Offer programming and services for the community at all stages of life and in various formats.
- Provide outreach services to schools, childcare facilities, senior centers, and the homebound.
- Provide instruction and assistance in the use of the library and the library's resources.
- Provide community space for reading, programming, tutoring, meeting, studying, etc.
- Administer the library in accordance with Wisconsin statutes, City ordinances, and Library Board policy.

**Recent Accomplishments:**

***Circulation***

According to preliminary statistics from the Wisconsin Department of Public Instruction, Neenah Public Library is the 10<sup>th</sup> highest circulating library (of physical items) in Wisconsin (as of the end of 2023) and the 11<sup>th</sup> highest circulating library of e-materials in Wisconsin (as of the end of 2023.) Neenah was the 10<sup>th</sup> highest circulating library in 2022, 8<sup>th</sup> highest circulating library in 2021, 7<sup>th</sup> in 2020, 9<sup>th</sup> in 2019, and 8<sup>th</sup> in 2018.

Neenah follows much larger, and in some cases multi-branch community libraries in circulation (Madison, Milwaukee, Brown County, Waukesha, etc.) Neenah is the highest circulating library in the Winnefox Library System, checking out 18% more items in 2023 than the next highest circulating library (Oshkosh.)

***Cost per Circulation***

Cost per circulation is one measure of a library's efficiency in providing materials and services to the community. It is determined by dividing total expenditures by circulation. The library's cost per circulation was \$4.07 in 2023, which is below the average cost per circulation in the Winnefox Library System (\$6.61) and of other libraries in Winnebago County (\$5.97.)

***Services and Programming***

Library staff provide reference and reader's advisory services, provide instruction in the use of the library and in the use of electronic devices, assist patrons in applying for employment and government services, in finding materials for schoolwork and selecting recreational and educational materials for reading, viewing, and listening.

To foster a sense of community and address the loneliness epidemic, the staff has introduced a range of new programs including Cookbook Book Club, Powered by Yarn, Storytime for Everyone, and Movie Talks. Additionally, the Chess Club, Mah Jongg Meetup, and outreach programs to Fox Crossing continue and been expanded.

During the temporary relocation of Appleton and Menasha Public Libraries, our library has provided space for Appleton's piano and Menasha's local microfilm. We have warmly welcomed their visitors and offered assistance in utilizing our library facilities.

The Library remains one of the only libraries in the valley that offers exam proctoring services. It stands out as the lone library open after 1:00 p.m. on Saturdays and open on Sundays throughout the summer.

***Donations***

The Library's Trust Fund received \$43,960 in donations in 2023. Programming is funded solely through donations, with costs totaling \$22,630. Trust Fund expenditures in 2023 were \$114,443 and paid for the following: Self-check deposit, \$19,000 for materials including funding for hoopla and Kanopy, covering costs for three staff to attend the Public Library Association Conference, staff and volunteer recognition, additional storytime room storage, and replacement of the indoor digital sign.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah Public Library	<b>Budget:</b> Administration
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Library Board of Trustees

### **Partnerships**

The Library values strong partnerships within the community. Staff regularly work with the following organizations for special events, projects, and ongoing programs: AARP, American Chemical Society\*, Blind Tiger Games\*, Boys and Girls Club\*, Early Learning Center, Ebb and Flow\*, Fox Cities Book Festival, Fox Cities PAC\*, Fox Cities Reads, Fox Crossing Park and Recreation, Fox Valley Memory Project, Fox Valley Community Table\*, Future Neenah, Highlands at Mahler Park, Lake Edge Learning Center\*, Lakeside Packaging, Lawrence University (concerts), League of Women Voters, L.E.A.P Cultural Community, Lion's Tail Brewing, Menasha Joint School District\*, Menasha Historical Society\*, Mercy Housing: Assisi Homes of Neenah, Menasha Public Library, Neenah Historical Society, Neenah Joint School District, Neenah Lutheran Schools, Neenah Park and Recreation, Plexus\*, Photo Op\*, Repair Café Fox Cities\*, St. Mary Central, St. Vincent de Paul\*, Stepping Stones Learning Center\*, The Brigade, Two Men and Truck, UW Extension-Winnebago County, Valley VNA, Winnebago County (legal assistance clinics, YMCA, Youth-Go, and many more. (\*are new partnerships.)

### **2025 Goals/Plans:**

- Using results from a community survey create strategic goals.
- Develop a new brand to create a uniform and recognizable look, to promote the library to the community, stakeholders, and future library patrons.
- Increase our engaging, innovative, educational, and entertaining programming and services for all ages and at all stages of life and in a variety of formats – in-person, in-house, and in the community.

### **Major Increases (Decreases) in 2025 Budget:**

#### ***Salaries***

To meet the youth services department's growing needs, I am proposing adding a full-time youth services librarian position. In 2025, we will receive revenue from Outagamie County, and the monies could be used to fund this role fully. Public surveys have asked for services we cannot offer because of our limited staff hours. We need more staff time to adequately serve all populations: working families, daycares, middle school/high school, and homeschooled. The youth department is experiencing a rise in program requests, demands for library visits, outreach activities, and the development of innovative programs.

Adding a Full-time Youth Services Librarian would allow us to provide more programs and outreach, including consistent weekend programs that are better for working parents. The new librarian would be instrumental in managing these increasing responsibilities, ensuring that the department can continue to offer high-quality services to our young patrons. They would collaborate with schools, community organizations, and families to identify the evolving needs of our youth and create programs that foster literacy, creativity, and lifelong learning.

#### ***Electronic Materials***

The Electronic Materials budget request increased and included subscriptions to downloadable audiobooks, videos, music, and electronic books, Overdrive (\$34,000) and Hoopla (\$75,000), as well as reference sources: Ancestry and Pronunciator (\$5,000.) The Library continues to see a significant increase in the use of electronic materials and supplements the budget with donations and the Trust Fund. Circulation of electronic materials is up 14% over the same time in 2023.

#### ***Operating Receipts (revenue)***

The Library anticipates an 8.7% increase (\$81,751) from Winnebago County for services to township residents (pending approval of the Winnebago County Board.) The Library will also receive payments from Calumet, Waushara, Fond du Lac, Green Lake, and Waupaca counties for checkout to their residents at the Neenah Public Library. Additionally, in 2025, the Library will receive \$136,498 from Outagamie County. The expected total 2025 county funding will go up by 14.10%.

The Library has seen a significant increase in the number of exams proctored. In the Fall of 2024, the Library will charge \$15 per proctored exam.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PUBLIC LIBRARY</b>								
<b><u>LIBRARY ADMINISTRATION (9501-821)</u></b>								
0101	Salaries	733,730	799,210	581,646	800,410	907,240	842,240	
0102	Hourly Wages	479,456	540,290	389,007	532,680	569,630	569,630	
0103	Temporary Wages	100,230	72,000	63,195	73,740	80,000	80,000	
0109	Premium Pay	16,008	14,000	11,864	16,640	17,000	14,000	
0110	Health Insurance	213,600	215,510	161,640	215,510	274,140	243,080	
0111	Fringes	187,820	202,120	148,270	201,830	225,030	215,730	
0115	Schools/Seminars/Training	818	3,100	1,197	3,100	1,000	0	
0123	Auto Allowance	712	1,200	604	800	1,200	1,000	
0128	Empl Recognition Awards	0	200	0	200	0	0	
0202	Outside Printing	141	400	208	350	400	0	
0203	Postage	2,062	2,550	1,599	2,380	2,750	2,750	
0206	Advertising & Publication	1,399	2,000	641	2,000	2,500	2,500	
0207	Dues & Memberships	1,379	2,300	840	1,300	0	0	
0212	Maint of Office Equipment	249	500	0	0	0	0	
0214	Maintenance of Buildings	56,112	48,000	63,237	85,500	52,000	50,000	
0218	Software Maintenance	7,180	7,000	4,362	7,700	8,000	8,000	
0219	Maintenance of Land	155	1,000	441	1,000	1,000	1,000	
0221	Telephone	3,579	3,100	2,636	3,270	3,500	3,500	
0222	Electricity	76,648	55,500	40,963	68,000	73,000	73,000	
0223	Natural Gas	14,246	18,800	5,481	16,000	20,000	20,000	
0224	Water & Sewer	6,615	9,000	4,861	6,510	7,000	7,000	
0225	Commercial Dumpster	694	800	562	750	850	850	
0226	Storm Water	1,008	1,100	819	1,100	1,160	1,160	
0227	Cellular Telephone	654	400	268	270	300	300	
0236	Outside Services	21,578	20,000	14,563	20,000	21,000	20,000	
0237	Pest Control	115	400	77	200	300	300	
0246	Property & Liability Ins	18,206	18,500	18,249	18,250	19,000	19,000	
0249	Collection Services	2,153	2,000	1,617	1,880	2,000	2,000	
0250	Copy Mach. Lease/Supplies	15,857	23,000	11,514	14,250	17,000	17,000	
0252	Rental of Equipment	632	600	381	550	630	630	
0255	IS Services/Internal	8,020	8,380	6,285	8,380	10,000	10,000	
0301	Office Supplies	4,486	5,500	2,005	4,000	4,500	4,500	
0303	Computer Operation Supply	115	100	62	70	0	0	
0306	Cleaning/Janitor Supplies	11,321	11,500	8,134	11,000	11,500	11,000	
0316	Equipment Maint Supplies	599	200	0	0	0	0	
0319	Safety Supplies	1,970	1,500	948	950	1,000	1,000	
0340	Library Books & Materials	208,355	215,000	156,592	215,000	210,000	210,000	
0341	Library Supplies	6,102	8,000	5,270	8,000	8,000	7,500	
0342	Tech Service Supplies	7,078	9,000	5,710	9,000	8,000	7,000	
0343	Small Program Packages	1,139	500	0	0	0	0	
0344	Small Equipment	633	1,200	595	800	1,000	1,000	
0349	Electronic Materials	61,060	80,000	75,503	80,000	114,000	80,000	
	<b>LIBRARY ADMINISTRATION</b>	<b>2,273,914</b>	<b>2,405,460</b>	<b>1,791,846</b>	<b>2,433,370</b>	<b>2,675,630</b>	<b>2,526,670</b>	<b>121,210</b>



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>WALS COMPUTERIZATION (9503-821)</u></b>								
0203	Postage	1,023	2,000	1,155	1,500	1,500	1,500	
0236	Outside Services	161,365	164,690	164,687	164,690	168,000	168,000	
0253	Technology Res Fund	29,000	29,000	18,049	18,050	29,000	29,000	
	<b>Contractual Services</b>	<b>191,388</b>	<b>195,690</b>	<b>183,891</b>	<b>184,240</b>	<b>198,500</b>	<b>198,500</b>	<b>2,810</b>
	<b>WALS COMPUTERIZATION</b>	<b>191,388</b>	<b>195,690</b>	<b>183,891</b>	<b>184,240</b>	<b>198,500</b>	<b>198,500</b>	<b>2,810</b>
	<b>TOTAL EXPENDITURES</b>	<b>2,465,302</b>	<b>2,601,150</b>	<b>1,975,737</b>	<b>2,617,610</b>	<b>2,874,130</b>	<b>2,725,170</b>	<b>124,020</b>
<b><u>OPERATING RECEIPTS (010-0000-542)</u></b>								
542-02	Library Receipts	74	200	177	180	100	100	
542-03	Coffee Sales	126	200	295	300	250	250	
542-04	Bottled Beverages/Snacks	3,149	2,000	3,547	3,550	2,000	2,000	
542-05	Copier/Printer Fees	9,967	10,000	10,176	10,180	8,000	8,000	
542-07	Lost/Damaged Materials	7,002	4,000	6,227	6,500	4,000	4,000	
542-07	Insurance Recoveries	0	0	743	750	0	0	
542-08	Exam Proctoring	0	0	0	0	400	400	
542-19	P-Card Rebate	5,958	3,400	3,206	3,400	3,400	3,400	
542-20	Winnebago County	885,449	940,340	940,336	940,340	1,022,080	1,022,080	
542-21	Calumet County	29,598	24,420	24,413	24,420	21,190	21,190	
542-22	Fond Du Lac County	2,047	1,860	1,858	1,860	1,700	1,700	
542-23	Waushara County	824	950	946	950	2,070	2,070	
542-24	Green Lake County	95	300	302	310	20	20	
542-25	Waupaca County	0	4,070	4,072	4,080	3,020	3,020	
542-26	Outagamie County	0	0	0	0	136,500	136,500	
542-49	Collection Fee Charges	1,139	900	1,120	1,120	900	900	
	<b>TOTAL OPERATING RECEIPTS</b>	<b>945,428</b>	<b>992,640</b>	<b>997,418</b>	<b>997,940</b>	<b>1,205,630</b>	<b>1,205,630</b>	<b>212,990</b>
<hr/>								
	<b>TOTAL EXPENDITURES</b>	<b>2,465,302</b>	<b>2,601,150</b>	<b>1,975,737</b>	<b>2,617,610</b>	<b>2,874,130</b>	<b>2,725,170</b>	<b>124,020</b>
						Percent Budget Change		<b>4.77%</b>
	<b>TOTAL REVENUES</b>	<b>945,428</b>	<b>992,640</b>	<b>997,418</b>	<b>997,940</b>	<b>1,205,630</b>	<b>1,205,630</b>	<b>212,990</b>
						Percent Budget Change		<b>21.46%</b>
	<b>EFFECT ON LEVY</b>	<b>1,519,874</b>	<b>1,608,510</b>	<b>978,319</b>	<b>1,619,670</b>	<b>1,668,500</b>	<b>1,519,540</b>	<b>-88,970</b>
						Percent Budget Change		<b>-5.53%</b>
	<b>FUNDS CARRIED FORWARD</b>	<b>0</b>	<b>(48,130)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,130</b>
	<b>FINAL EFFECT ON LEVY</b>	<b>1,519,874</b>	<b>1,560,380</b>	<b>978,319</b>	<b>1,619,670</b>	<b>1,668,500</b>	<b>1,519,540</b>	<b>-40,840</b>
						Percent Budget Change		<b>-2.62%</b>

**CITY OF NEENAH**  
**REQUEST FOR 2025 OPERATING**  
**BUDGET SUPPLEMENTARY DETAIL**  
**SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Neenah Public Library
<b>Program:</b>
Culture and Recreation

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
<b>FULL TIME</b>				
Director	19	1.00	19	1.00
Youth Services Manager	14	1.00	14	1.00
Adult Services Manager	14	1.00	14	1.00
Circulation Services Manager	14	1.00	14	1.00
Adult Services Librarian	10	4.00	10	4.00
Youth Services Librarian	10	1.00	10	2.00
Acquisitions Librarian	9	1.00	9	1.00
Building Maintenance	11	0.05	11	0.05
Building Custodian	8	1.00	8	1.00
Subtotal		11.05		12.05
<b>PART-TIME</b>				
Admin. Asst (1,300 Hrs.)	6	0.67	6	0.67
Adult Services Librarian	10	0.53	10	0.53
Asst. Libr. -Acquisitions	8	0.67	8	0.67
Asst. Libr.-Volunteer Coord.	8	0.67	8	0.67
Lib Asst Circ. Svc (11,400 Hrs)	4	5.83	4	5.83
Lib Asst Tech. Svc (3,120 Hrs)	6	1.34	6	1.34
Asst Libr Yth Svc (5,200 hrs)	8	2.65	8	2.65
Total Part-time		12.36		12.36
<b>TOTAL</b>	<b>XXX</b>	<b>23.41</b>	<b>XXX</b>	<b>24.41</b>

\* Sunday hours premium pay.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation	<b>Budget:</b> Harbor Committee
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Michael Kading

**Goals/Responsibilities:**

The Neenah Harbor Committee advises the Parks and Recreation Commission on matters relative to boating safety and recreation.

**Activities:**

Assure compliance with State navigation regulations  
Maintain aids to navigation in the harbor

**2024 Accomplishments:**

- Continued control measures
- Hired Neenah-Nodaway Yacht Club to place and remove navigation buoys
- Due to amount and timing of rain weed cutting was not performed.
- Purchased/Replaced 3 buoys.

**2025 Goals/Plans:**

- Continue replacement of buoys.
- Studying the need for caution "high flow" buoys.
- Continue control measures.
- Complete 3-year WI-DNR Weed Harvesting Permit.
- Assisting in the implementation of shoreline protection and improvements at Doty Parks and design at Kimberly Point

**Major Increases (Decreases) in 2025 Budget:** None.

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>HARBOR COMMITTEE (9602-831)</u></b>								
0102	Hourly	0	820	0	820	850	820	
0104	Overtime Wages	0	550	0	550	570	570	
0110	Health Insurance	0	280	0	280	320	310	
0111	Fringes	0	230	0	230	240	240	
0236	Outside Services	7,275	8,200	0	0	8,500	8,500	
0242	Permit	0	300	0	0	330	330	
0333	All Other Supplies	2,247	1,200	0	2,000	1,500	1,200	
	<b>HARBOR COMMITTEE</b>	<b>9,522</b>	<b>11,580</b>	<b>0</b>	<b>3,880</b>	<b>12,310</b>	<b>11,970</b>	<b>390</b>
Percent Budget Change								<b>3.37%</b>

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# DEPARTMENT OF PARKS & RECREATION

**Department Head**

Michael Kading

### Major Activities

The Department provides the citizens of Neenah, of all ages, interests and capabilities, with a broad range of recreational opportunities and safe, attractive and varied facilities.

**Operating Budget Information/Number of Employees:**

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget (excluding Parks Forestry Program)	\$ 2,310,014	\$ 2,520,580	\$ 2,682,880	6.44%	\$ 2,657,650	5.44%
No. of Employees (FTE) - All Funds	12.6	12.6	12.6	0%	12.6	0%

### **Budget Adjustments**

**Increases (Decreases) to Expenditures Requested**

<b><u>Mayor Recomemended</u></b>	<b>\$ (25,230)</b>
----------------------------------	--------------------

Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$25,230 reduction in the Parks and Recreation budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation	<b>Budget:</b> Parks and Recreation
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Michael Kading

**Goals/Responsibilities:**

Create community through people, parks and programs that provide recreational experiences; foster human development; promote health and wellness; increase cultural unity; facilitate community problem solving; strengthen safety and security; strengthen community image and sense of place; and support economic development

**Activities:**

- Develop, implement and administer year-round recreation programs in Arts, Instruction, Sports, Special Events, Wellness/Fitness, Entertainment and Hobby
- Maintained facilities that host soccer, baseball, kickball leagues and tournaments
- Provided support for recreation programs, concerts and special events
- Plan for the acquisition and development of parkland and recreation facilities
- Manage and maintain:

26 - Parks (391 Acres)	16 - Soccer Fields	1 - Splash Pad	1 - Discovery Field
8,385 Feet of Shoreline	14 - Tennis Courts	1 - Outdoor Fitness	1 - Skate Park
5 - Boating Facilities	24 - Playgrounds	1 - Archery Range	9 - Softball/Baseball Fields
4 - Basketball Courts	1 - Skate/Bike Park	1 - Outdoor Swim Pool Complex	4 - Pickleball Courts
4 - Volleyball Courts	3 - Ice Rinks	Flower Beds, Trails, Decorative Fountains, Fishing Decks, Natural Areas and various other park and recreation facilities	32 Buildings, including the Lighthouse and Doty Cabin (Historic Home/Museum)

**2024 Accomplishments:**

**Park Projects:**

- Arrowhead: RFP for services, prairie design
- Doty Park Phase 1 Shoreline Grant Applications, 75% design and permitting application
- Carpenter Preserve wetland delineation
- Green Court color coating
- Kimberly Point Structural ADA and Historical Assessment
- Laudan Park new play equipment installed (to be completed this fall)
- Kayak Rental Station Install
- Begin Little Lake Buttes des Morts Aquatic Plant and Water Quality Study

**Recreation:**

- Revised Policies
- Hosted the 10<sup>th</sup> Annual Filthy Fun Kids Run in cooperation with the Village of Fox Crossing
- Provided programs to promote health, wellness and safety through recreation programs, including Fun Runs, Children's Playtime, Swim Lessons, adult and youth sports
- Offered cultural opportunities: Riverside Players Community Theater, Neenah Community Band and youth programs
- Provided places and programs for family activities with Movie Nights, Park Kart, Park Scavenger Hunts and Storywalks
- Worked in cooperation with the Police Department to host National Night Out

**New Programs:**

- |                         |                               |                                      |
|-------------------------|-------------------------------|--------------------------------------|
| • Rock & Hide Adventure | • Puzzle Pursuit              | • Liberty Hights-Playground Location |
| • Flag Rugby            | • Mystery Night Out           | • Kids Learn to Knit                 |
| • Adult Archery         | • Leaders In Training Program | • Cookie Decorating                  |
| • Junk in the Trunk     | • YEL Program-Project Runway  |                                      |



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation	<b>Budget:</b> Parks and Recreation
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> M. Kading

**Grants and Donations: Raised the following non-tax revenues to support programming and park development:**

• Play It Forward .....\$500	• Community Band.....\$3,066	• Trees For The Living .....\$1,300
• Fun Run Sponsors .....\$10,500	• Filthy Fun Kids Run.....\$500	• Tennis Awards.....\$20,000
• Movie in the Park .....\$500	• Kids Triathlon .....\$1,400	• Riverside Players.....\$1,700
• Pool Sponsors.....\$4,000	• Program Sponsorship .....\$1,5000	Park Benches .....\$6,000

**Partnerships: Provided support to the following organizations for events and programs:**

• Neenah Soccer Club	• Future Neenah Inc	• Youth-Go Baseball and The Hallows
• Fox Valley Sailing School	• Neenah Baseball Inc	• Fox Crossing Park and Rec. Dept.
• Neenah Nodaway Yacht Club	• NJSD Facility Reciprocity	• YMCA Day Camp and A Day in the Park
• Washington School Early Learning	• SOAR	• Neenah Private Schools

**Volunteer Projects:**

- Church Park Cleanup Days
- Community Cleanup
- Adopt-A-Garden

**NEENAH POOL**

The pool budget covers temporary wages, outside services, equipment and supplies necessary for swim lessons, the open swim program and the operation and maintenance of the physical facility. Administration costs are not included.

	2020*	2021	2022	2023	2024	2025
<b>Average Temperature</b>	76°	80.5°	77°	77°	75°	
<b>Lesson Registration</b>	477	907	972	902	906	
<b>Season Passes Sold</b>	1513 Punch Cards	1590 individual passes	1,401	1,309 & 163 Punch Passes	1,024 213Punch 30Lap	
<b>Daily Passes</b>	16,425	26,401	27,479	27,294	24,963	
<b>Total Attendance</b>	21,247	37,860	38,630	39,045	36,401	
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Budgeted</b>
<b>Expenditures</b>	\$217,737	\$266,298	\$289,135	\$327,390	\$362,880	\$358,680
<b>Revenue</b>	\$(85,942)	\$(205,024)	\$(204,567)	\$(226,435)	\$(234,370)	\$(240,550)
<b>Levy Support</b>	\$131,795	\$61,274	\$84,568	\$100,955	\$128,510	\$118,130
<b>Cost Recovery Rate</b>	39%	77%	71%	69%	65%	67%

\*COVID-19 Greatly impacted pool numbers

**2025 Goals/Plans:**

- Offer high quality, cost effective year-round recreational programing that meets and is responsive to the needs of the community
- Maintain our parks and facilities at the highest level possible
- Implement CIP / Park and Open Space Plan:
  - Arrowhead:
  - Cook Park Play Equipment
  - Doty Seawall/Shoreline Install
  - LLBDM Aquatic Plant Management Completion
  - Tennis Court Replacement Southview
  - Green and Doty Play Equipment Replacement
  - Picnic Table Replacement Program
  - Asphalt Trail/Parking Lot Repairs
- Review all current recreation program offerings and determine future direction

**Major Increases (Decreases) 2025 Budget: None**

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>PERSONNEL SERVICES</u></b>								
0101	Salaries	464,720	487,490	352,484	486,380	507,620	507,620	
0102	Full Time Hourly Wages	241,822	304,920	189,473	287,560	320,570	320,570	
0103	Temporary Wages	390,093	473,810	449,295	477,010	511,460	499,960	
0104	Overtime Wages	32,939	27,350	27,644	31,420	24,530	24,530	
0105	Reimbursable Overtime	0	(400)	0	0	0	0	
0110	Health Insurance	196,652	214,950	160,211	214,950	252,080	243,750	
0111	Fringes	157,911	182,530	132,557	177,270	194,930	194,930	
0115	Schools/Seminars/Training	(374)	8,450	6,675	9,660	8,700	8,700	
0117	Clothing Allowance	8,063	9,420	8,616	11,120	10,200	10,200	
0118	License Renewal	80	40	0	40	40	40	
0123	Auto Allowance	235	300	788	1,300	1,000	1,000	
0124	Meal Allowance	4	20	0	20	20	20	
0127	DOT Emp Notification Prog	0	20	0	20	20	20	
0128	Empl Recognition Awards	349	1,250	0	1,250	0	0	
	<b>PERSONNEL SERVICES</b>	<b>1,492,494</b>	<b>1,710,150</b>	<b>1,327,743</b>	<b>1,698,000</b>	<b>1,831,170</b>	<b>1,811,340</b>	<b>101,190</b>
<b><u>CONTRACTUAL SERVICES</u></b>								
0202	Outside Printing	22,379	20,900	12,266	22,490	23,900	23,500	
0203	Postage	5,896	6,550	6,077	6,680	7,000	7,000	
0206	Advertising & Publication	926	2,100	948	2,000	2,000	2,000	
0207	Dues & Memberships	1,366	1,500	1,376	1,700	1,650	1,650	
0211	Maint of Fixed Equipment	22,001	16,000	19,214	21,220	14,000	14,000	
0213	Maint of Motor Vehicles	3,907	800	4,453	4,460	800	800	
0214	Maint of Buildings	18,780	6,600	5,010	8,660	6,600	6,600	
0216	Maint of Operating Equip	2,258	3,250	15,835	18,590	3,750	3,750	
0218	Software Maintenance	144	1,060	343	1,060	1,170	1,170	
0219	Maintenance of Land	540	1,000	0	1,000	1,000	1,000	
0220	Maint of Athletic Fields	4,600	2,500	2,275	2,500	2,500	2,500	
0221	Telephone	2,047	1,800	1,357	1,970	2,010	2,010	
0222	Electricity	58,276	62,320	37,813	62,320	67,010	65,510	
0223	Natural Gas	11,059	16,450	6,764	16,450	16,760	16,260	
0224	Water & Sewer	59,999	69,610	47,192	69,610	69,610	66,610	
0225	Commercial Dumpster	4,854	5,760	4,282	5,760	5,760	5,760	
0226	Storm Water	20,173	36,640	27,180	36,640	38,470	38,470	
0227	Cellular Telephone	2,631	2,300	1,971	2,300	2,500	2,500	
0233	Other Services	82,325	72,790	63,349	71,090	84,820	84,820	
0234	Credit Card Payment Fees	24,611	20,000	24,039	25,000	26,000	26,000	
0236	Outside Services	64,075	58,720	45,401	63,180	64,850	64,850	
0237	Pest Control	2,677	3,100	2,496	2,930	3,130	3,130	
0238	Professional Services	5,046	1,300	332	1,200	1,300	1,300	
0242	Permits	593	650	649	700	700	700	
0251	Rental	19,128	21,200	16,999	19,320	22,000	22,000	
0252	Rental of Equipment	1,774	2,000	1,818	2,000	2,000	2,000	
0254	Printer / Copies	3,149	2,980	2,316	3,090	3,200	3,200	
0255	IS Services / Internal	38,500	38,940	29,205	38,940	41,400	41,400	
0258	GIS Services/Internal	10,300	0	0	0	0	0	
0293	Maint of Motor Veh/Fleet	17,587	33,880	20,743	33,880	149,400	149,400	
0294	Oil and Fluids/Fleet	2,127	2,860	1,896	2,860	0	0	
0296	Maint of Oper Eq/Fleet	110,518	110,000	69,772	110,000	0	0	
	<b>CONTRACTUAL SERVICES</b>	<b>624,246</b>	<b>625,560</b>	<b>473,371</b>	<b>659,600</b>	<b>665,290</b>	<b>659,890</b>	<b>34,330</b>

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* PARK & RECREATION SUMMARY BY TYPE OF EXPENDITURE \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>SUPPLIES &amp; MATERIALS</b>								
0301	Office Supplies	567	900	339	900	950	950	
0306	Chemicals	0	300	0	300	300	300	
0308	Cleaning/Janitor Supplies	17,162	13,300	10,110	13,970	13,300	13,300	
0310	Gasoline & Oil	32,388	32,950	31,020	34,440	35,120	35,120	
0311	Fixed Equipment Maint. Sup	5,285	2,850	120	2,500	2,700	2,700	
0312	Playground Maintenance	10,057	11,000	218	11,000	11,000	11,000	
0313	Motor Vehicles Maint. Sup	124	400	59	400	400	400	
0314	Building Maint. Supplies	17,082	10,400	14,356	14,400	10,400	10,400	
0315	Land Maintenance Supplies	10,974	16,100	5,827	17,380	16,100	16,100	
0316	Equipment Maint. Supplies	4,603	3,400	3,004	3,900	3,400	3,400	
0319	Safety Supplies	2,572	2,650	3,168	3,560	3,550	3,550	
0320	Small Tools	957	900	794	1,100	1,300	1,300	
0321	Athletic Field Maint. Sup	19,436	17,000	18,167	18,170	17,000	17,000	
0326	Photography Supplies	59	100	56	110	130	130	
0333	All Other Supplies	27,372	30,100	19,406	23,610	27,170	27,170	
0335	Set Design/Construction	2,906	4,000	996	1,000	4,200	4,200	
0336	Concession Supplies	34,754	29,620	35,419	35,510	28,200	28,200	
0338	Costumes	484	800	0	300	800	800	
0344	Small Equipment	5,110	4,200	3,906	5,030	4,200	4,200	
0345	Shop Supplies	1,382	1,000	322	1,000	600	600	
0347	Small Computer Hardware	0	2,900	1,807	2,700	5,600	5,600	
	<b>SUPPLIES &amp; MATERIALS</b>	<b>193,274</b>	<b>184,870</b>	<b>149,094</b>	<b>191,280</b>	<b>186,420</b>	<b>186,420</b>	<b>1,550</b>
	<b>TOTAL PARK &amp; RECREATION</b>	<b>2,310,014</b>	<b>2,520,580</b>	<b>1,950,208</b>	<b>2,548,880</b>	<b>2,682,880</b>	<b>2,657,650</b>	<b>137,070</b>
Percent Budget Change								<b>5.44%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Parks and Recreation
<b>Program:</b>
Culture and Recreation

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
<b>FULL TIME</b>				
Director	18	1.00	18	1.00
Supt. of Recreation	13	1.00	13	1.00
Supt. of Parks	13	1.00	13	1.00
Recreation Supervisor	11	1.00	11	1.00
Parks Supervisor	11	1.00	11	1.00
Office Manager	7	1.00	7	1.00
Park Arborist	9	1.00	9	1.00
Park Lead Technician	8	1.00	8	1.00
Park Technician	7	<u>4.00</u>	7	<u>4.00</u>
Subtotal		12.00		12.00
<b>PART-TIME</b>				
Admin. Asst. (1,170 hrs.)	5.00	0.60	5.00	0.60
<b>TOTAL</b>	<b>XXX</b>	<b>12.60</b>	<b>XXX</b>	<b>12.60</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARK & RECREATION EXPENDITURES & REVENUES SUMMARY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT NUMBER	PARK & RECREATION DIVISION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
REGULAR PROGRAMS SUMMARY								
781	Park & Rec. Administration	751,176	781,830	564,381	783,540	833,110	828,780	46,950
781	General Unalloc. Overhead	30,031	35,320	36,295	40,550	42,860	42,860	7,540
782	Adult Programs	3,022	3,300	4,419	4,430	3,700	3,700	400
783	Contracted Programs	60,892	50,390	45,759	53,480	56,520	56,520	6,130
785	Youth Programs	171,759	194,980	197,484	214,370	216,980	216,480	21,500
786	Other Park & Rec. Activities	15,107	13,520	10,199	14,930	15,270	15,270	1,750
787	Riverside Players	29,274	32,120	10,447	11,110	35,180	34,780	2,660
788	Parks	921,362	1,068,830	741,159	1,063,590	1,120,580	1,110,580	41,750
TOTAL EXPENDITURES		1,982,623	2,180,290	1,610,143	2,186,000	2,324,200	2,308,970	128,680
						Percent Budget Change		5.90%
TOTAL REVENUES		459,784	440,610	441,659	452,460	462,170	474,770	34,160
						Percent Budget Change		7.75%
NET EFFECT ON LEVY		1,522,839	1,739,680	1,168,484	1,733,540	1,862,030	1,834,200	94,520
						Percent Budget Change		5.43%
INDEPENDENT PROGRAMS SUMMARY								
784	Municipal Pool	327,390	340,290	340,067	362,880	358,680	348,680	8,390
TOTAL EXPENDITURES		327,390	340,290	340,067	362,880	358,680	348,680	8,390
						Percent Budget Change		2.47%
Municipal Pool								
	Pool-Special Events	0	1,200	3,500	3,500	3,000	4,500	
	Pool-Taxable Concessions	54,614	52,000	53,154	53,360	54,000	54,000	2,000
	Pool-Daily Receipts	66,913	72,500	75,551	75,820	75,000	76,500	4,000
	Pool-Season Pass Receipts	57,719	58,500	50,234	50,240	58,500	58,500	0
	Pool-Swim Lessons Receipts	47,535	48,000	51,134	51,140	50,000	54,000	6,000
	Pool-Locker Rental	80	150	82	90	50	50	(100)
	Over/Short	(426)	0	219	220	0	0	0
Municipal Pool Revenue		226,435	232,350	233,874	234,370	240,550	247,550	15,200
TOTAL REVENUES		226,435	232,350	233,874	234,370	240,550	247,550	15,200
						Percent Budget Change		6.54%
NET EFFECT ON LEVY		100,955	107,940	106,193	128,510	118,130	101,130	(6,810)
						Percent Budget Change		-6.31%
GRAND TOTAL EXPENDITURES		2,310,013	2,520,580	1,950,210	2,548,880	2,682,880	2,657,650	137,070
						Percent Budget Change		5.44%
GRAND TOTAL REVENUES		686,219	672,960	675,533	686,830	702,720	722,320	49,360
						Percent Budget Change		7.33%
NET EFFECT ON LEVY		1,623,794	1,847,620	1,274,677	1,862,050	1,980,160	1,935,330	87,710
						Percent Budget Change		4.75%

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

<u>PROGRAM ACTIVITY</u>	<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>	<u>2024 YTD (9 MONTHS)</u>	<u>2024 ESTIMATE</u>	<u>2025 DEPT REQUEST</u>	<u>2025 PROPOSED</u>	<u>BUDGET CHANGE</u>
<b>REGULAR PROGRAMS</b>							
<b><u>PARK &amp; REC. ADMINISTRATION</u></b>							
<b>( 781 )</b>							
Park & Rec Admin Office	751,176	781,830	564,381	783,540	833,110	828,780	
Gen Unallocated Overhead	30,031	35,320	36,295	40,550	42,860	42,860	
<b>PARK &amp; REC. ADMINISTRATION</b>	<b>781,207</b>	<b>817,150</b>	<b>600,676</b>	<b>824,090</b>	<b>875,970</b>	<b>871,640</b>	<b>54,490</b>
<b><u>ADULT PROGRAMS</u></b>							
<b>( 782 )</b>							
Adult Open Gym	310	400	0	0	0	0	
Tennis Lessons	1,464	900	1,144	1,150	800	800	
Pickleball	1,248	2,000	3,275	3,280	2,900	2,900	
<b>ADULT PROGRAMS</b>	<b>3,022</b>	<b>3,300</b>	<b>4,419</b>	<b>4,430</b>	<b>3,700</b>	<b>3,700</b>	<b>400</b>
<b><u>CONTRACTED PROGRAMS</u></b>							
<b>( 783 )</b>							
Sports Clinics	14,628	14,630	12,520	12,520	12,520	12,520	
Fitness	14,710	11,760	8,933	11,760	12,000	12,000	
Contracted Youth Programs	31,555	24,000	24,306	29,200	32,000	32,000	
<b>CONTRACTED PROGRAMS</b>	<b>60,893</b>	<b>50,390</b>	<b>45,759</b>	<b>53,480</b>	<b>56,520</b>	<b>56,520</b>	<b>6,130</b>
<b><u>INDEPENDENT PROGRAMS</u></b>							
<b>( 784 )</b>							
Municipal Pool	327,390	340,290	340,067	362,880	358,680	348,680	
<b>INDEPENDENT PROGRAMS</b>	<b>327,390</b>	<b>340,290</b>	<b>340,067</b>	<b>362,880</b>	<b>358,680</b>	<b>348,680</b>	<b>8,390</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARK & RECREATION SUMMARY BY PROGRAM ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

<u>PROGRAM ACTIVITY</u>	<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>	<u>2024 YTD (9 MONTHS)</u>	<u>2024 ESTIMATE</u>	<u>2025 DEPT REQUEST</u>	<u>2025 PROPOSED</u>	<u>BUDGET CHANGE</u>
<b><u>YOUTH PROGRAMS</u></b>							
<b>( 785 )</b>							
Office and Supervision	2,466	2,900	3,582	4,100	4,000	4,000	
Operation Recreations	68,870	76,600	81,927	88,560	91,850	91,850	
Filthy Fun Kids Run	4,019	4,100	3,801	3,820	3,800	3,800	
Park Kart Mobile Recreati	911	1,250	574	750	1,150	1,150	
Special Events	8,428	7,600	8,925	9,490	8,500	8,500	
Tennis - Playgrounds	22,051	24,000	24,319	26,160	27,100	27,100	
Children's Playtime	17,414	18,860	12,450	18,660	18,900	18,900	
Sports Programs	7,979	8,170	7,087	7,690	8,170	8,170	
Youth Programs	19,563	26,400	27,793	27,850	27,640	27,640	
Op Rec Jr.	20,058	25,100	27,026	27,290	25,870	25,370	
<b>YOUTH PROGRAMS</b>	<b>171,759</b>	<b>194,980</b>	<b>197,484</b>	<b>214,370</b>	<b>216,980</b>	<b>216,480</b>	<b>21,500</b>
<b><u>OTHER PARK &amp; REC. ACTIVITIES</u></b>							
<b>( 786 )</b>							
Doty Cabin	9,400	5,850	6,270	8,060	7,820	7,820	
Ice Rink Program	0	600	0	150	200	200	
Community Band	5,707	7,070	3,929	6,720	7,250	7,250	
<b>OTHER PARK &amp; REC. ACTIVITIES</b>	<b>15,107</b>	<b>13,520</b>	<b>10,199</b>	<b>14,930</b>	<b>15,270</b>	<b>15,270</b>	<b>1,750</b>
<b><u>RIVERSIDE PLAYERS</u></b>							
<b>( 787 )</b>							
Production	29,274	32,120	10,447	11,110	35,180	34,780	
<b>RIVERSIDE PLAYERS</b>	<b>29,274</b>	<b>32,120</b>	<b>10,447</b>	<b>11,110</b>	<b>35,180</b>	<b>34,780</b>	<b>2,660</b>
<b><u>PARKS</u></b>							
<b>( 788 )</b>							
Parks Operations	836,300	985,740	693,239	972,690	1,036,370	1,028,990	
Volunteers In Parks	0	750	0	750	750	750	
City Sculpture Maint	8,430	6,580	2,196	6,580	6,620	6,620	
Riverwalk	33,804	48,910	28,101	51,900	49,640	47,030	
Vandalism	21,616	4,430	4,163	8,250	4,480	4,470	
Boat Launching Repair	0	1,750	1,982	2,700	1,750	1,750	
Arrowhead Park	21,212	20,670	11,478	20,720	20,970	20,970	
<b>PARKS</b>	<b>921,362</b>	<b>1,068,830</b>	<b>741,159</b>	<b>1,063,590</b>	<b>1,120,580</b>	<b>1,110,580</b>	<b>41,750</b>
<b>REGULAR PROGRAMS</b>	<b>2,310,014</b>	<b>2,520,580</b>	<b>1,950,210</b>	<b>2,548,880</b>	<b>2,682,880</b>	<b>2,657,650</b>	<b>137,070</b>
					Percent Budget Change		<b>5.44%</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* REVENUE DETAIL - PARK & RECREATION \*\*\***  
**FOR FISCAL YEAR 2025**

<u>ACCOUNT DESCRIPTION</u>	<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>	<u>2024 YTD (9 MONTHS)</u>	<u>2024 ESTIMATE</u>	<u>2025 DEPT REQUEST</u>	<u>2025 PROPOSED</u>	<u>BUDGET CHANGE</u>
<b>REGULAR PROGRAMS</b>							
<b><u>GENERAL RECEIPTS</u></b>							
Sun Shine Program	1,447	750	0	750	800	800	
Work Permits	670	1,500	0	0	0	0	
Work Permit State Payment	(653)	(1,600)	(280)	(280)	0	0	
Miscellaneous	250	300	350	400	350	350	
Sales Tax Collections	(15,870)	(14,500)	(14,627)	(14,700)	(15,000)	(15,000)	
Sales Tax	113	90	126	130	100	100	
Boat Stall Key Deposit	0	0	(20)	(20)	0	0	
<b>GENERAL RECEIPTS</b>	<b>(14,043)</b>	<b>(13,460)</b>	<b>(14,451)</b>	<b>(13,720)</b>	<b>(13,750)</b>	<b>(13,750)</b>	<b>(290)</b>
<b><u>ADULT PROGRAM REVENUE</u></b>							
Open Gym	75	500	0	0	0	0	
Tennis Instruction	1,820	1,820	1,603	1,610	1,600	1,600	
Pickleball	4,680	5,200	7,189	7,700	7,500	8,200	
<b>ADULT PROGRAM REVENUE</b>	<b>6,575</b>	<b>7,520</b>	<b>8,792</b>	<b>9,310</b>	<b>9,100</b>	<b>9,800</b>	<b>2,280</b>
<b><u>CONTRACTED PROGRAM REVENUE</u></b>							
Special Events	507	0	180	180	500	500	
Fitness	16,928	15,000	18,010	18,010	15,000	15,000	
Sports Clinics	16,720	15,000	14,210	14,210	15,000	15,000	
Contracted Youth Programs	42,494	37,000	44,239	44,240	39,000	40,000	
<b>CONTRACTED PROGRAM REVENUE</b>	<b>76,649</b>	<b>67,000</b>	<b>76,639</b>	<b>76,640</b>	<b>69,500</b>	<b>70,500</b>	<b>3,500</b>
<b><u>POOL &amp; REC BLDG REVENUE</u></b>							
Special Events	0	1,200	3,500	3,500	3,000	4,500	
Taxable Concessions	54,614	52,000	53,154	53,360	54,000	54,000	
Pool-Daily Receipts	66,913	72,500	75,551	75,820	75,000	76,500	
Pool-Season Pass Receipts	57,719	58,500	50,234	50,240	58,500	58,500	
Swim Lessons Receipts	47,535	48,000	51,134	51,140	50,000	54,000	
Locker Rental	80	150	82	90	50	50	
Over/Short	(426)	0	219	220	0	0	
<b>POOL &amp; REC BLDG REVENUE</b>	<b>226,435</b>	<b>232,350</b>	<b>233,874</b>	<b>234,370</b>	<b>240,550</b>	<b>247,550</b>	<b>15,200</b>
<b><u>YOUTH PROGRAM REVENUE</u></b>							
Archery	1,598	1,800	2,415	2,420	2,390	2,390	
Operation Recreation	116,636	118,000	126,894	126,900	129,000	129,000	
Adventure	8,255	9,000	8,568	8,940	9,000	9,000	
Filthy Fun Kids Run	7,917	6,000	5,593	5,600	6,000	6,000	
Special Events	13,342	12,300	12,784	12,790	11,000	11,000	
Tennis	13,424	14,000	14,510	14,510	14,500	17,500	
Tennis-Accelerated	1,320	1,400	1,512	1,520	1,500	1,500	
Tot Lot	3,075	3,300	3,486	3,490	3,500	3,500	
TOT Sports	3,597	3,700	2,738	2,740	2,900	2,900	
Children's Playtime	15,408	13,600	11,444	13,000	13,600	13,600	
Start Smart	1,288	1,000	1,772	1,780	1,200	1,200	
Sport Explorers	1,518	1,600	1,258	1,260	1,600	1,600	
Op Rec Jr.	35,520	38,000	40,556	40,560	42,000	42,000	
<b>YOUTH PROGRAM REV.</b>	<b>222,898</b>	<b>223,700</b>	<b>233,530</b>	<b>235,510</b>	<b>238,190</b>	<b>241,190</b>	<b>17,490</b>



**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* REVENUE DETAIL - PARK & RECREATION \*\*\***  
**FOR FISCAL YEAR 2025**

<u>ACCOUNT DESCRIPTION</u>	<u>2023 ACTUAL</u>	<u>2024 BUDGET</u>	<u>2024 YTD (9 MONTHS)</u>	<u>2024 ESTIMATE</u>	<u>2025 DEPT REQUEST</u>	<u>2025 PROPOSED</u>	<u>BUDGET CHANGE</u>
<b><u>OTHER PARK &amp; REC. REVENUE</u></b>							
Doty Cabin	463	380	575	580	400	450	
Ice-Rink Taxable Concess	0	50	0	0	50	50	
Community Band	1,485	1,500	1,250	1,400	1,500	1,600	
<b>OTHER PARK &amp; REC. REVENUE</b>	<b>1,948</b>	<b>1,930</b>	<b>1,825</b>	<b>1,980</b>	<b>1,950</b>	<b>2,100</b>	<b>170</b>
<b><u>RIVERSIDE PLAYERS</u></b>							
Riverside Tickets	32,480	30,000	10,818	10,820	33,000	33,000	
Other Revenues	1,700	2,000	3,550	3,550	4,000	6,000	
Taxable Concessions	2,282	2,500	846	850	2,000	2,000	
<b>RIVERSIDE PLAYERS</b>	<b>36,462</b>	<b>34,500</b>	<b>15,214</b>	<b>15,220</b>	<b>39,000</b>	<b>41,000</b>	<b>6,500</b>
<b><u>PARKS REVENUE</u></b>							
Rentals - Picnic Kits	22	0	0	0	0	0	
Facility Leases	22,132	21,500	20,088	21,000	22,000	22,000	
Facility User Fees	2,725	2,000	2,315	2,320	2,100	2,100	
Rentals - Green Park	1,046	1,100	305	500	500	500	
Rentals - Memorial Park	8,802	6,500	7,860	7,860	7,000	7,500	
Rentals - Gazebo	310	600	480	480	400	400	
Rentals - Riverside Park	4,252	4,000	4,589	4,590	4,200	4,200	
Rentals - Washington Park	6,840	6,500	4,865	6,600	6,500	6,500	
Rentals -Whiting Boathse	31,025	28,000	34,335	34,340	28,500	32,500	
Rentals - Southview Park	25	40	0	0	0	0	
Rentals -Memorial Pk Open	485	300	278	300	300	300	
Rental-Shattuck BoatStall	10,069	10,000	7,910	7,910	7,000	8,000	
Rentals - Doty Park	1,720	1,250	1,620	1,620	1,250	1,500	
Rental - Great Northern	475	350	695	700	430	430	
Rentals-Memorial LG Room	13,757	12,000	13,687	13,690	13,000	13,000	
Rental-Memorial SM Room	420	250	440	440	400	400	
Herb & Dolly Smith Park	25	30	165	170	100	100	
Boat Launch User Fees	23,551	24,000	19,526	24,000	23,500	23,500	
Boat Wash Fees	1,614	1,000	952	1,000	1,000	1,000	
<b>PARKS REVENUE</b>	<b>129,295</b>	<b>119,420</b>	<b>120,110</b>	<b>127,520</b>	<b>118,180</b>	<b>123,930</b>	<b>4,510</b>
<b>REGULAR PROGRAMS</b>	<b>686,219</b>	<b>672,960</b>	<b>675,533</b>	<b>686,830</b>	<b>702,720</b>	<b>722,320</b>	<b>49,360</b>
					<b>Percent Budget Change</b>		<b>7.33%</b>

PARKS and RECREATION - Cost Recovery Report														
Proposed 2025 Operating Budget														
		2024 Budget				2024 Estimate				2025 Proposed Budget				
	Cost Center	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Expense	Revenue	Net	% Cost Recovery	Net Cost Change
781	<u>Administration</u>													
	Admin Staff / Office	781,830	(13,460)	795,290	-2%	783,540	(13,720)	797,260	-2%	828,780	(13,750)	842,530	-2%	47,240
	Unallocated Overhead	35,320		35,320	0%	40,550		40,550	0%	42,860		42,860	0	7,540
	<b>Administration Total</b>	<b>817,150</b>	<b>(13,460)</b>	<b>830,610</b>	<b>-2%</b>	<b>824,090</b>	<b>(13,720)</b>	<b>837,810</b>	<b>-2%</b>	<b>871,640</b>	<b>(13,750)</b>	<b>885,390</b>	<b>-2%</b>	<b>54,780</b>
782	<u>Adult Programs</u>													
	Open Gym	400	500	(100)	125%	0	0	0	#DIV/0!	0	0	0		100
	Tennis	900	1,820	(920)	202%	1,150	1,610	(460)	140%	800	1,600	(800)	200.00%	120
	Pickleball	2,000	5,200	(3,200)	260%	3,280	7,700	(4,420)	235%	2,900	8,200	(5,300)	282.76%	(2,100)
	<b>Adult Total</b>	<b>3,300</b>	<b>7,520</b>	<b>(4,220)</b>	<b>228%</b>	<b>4,430</b>	<b>9,310</b>	<b>(4,880)</b>	<b>210%</b>	<b>3,700</b>	<b>9,800</b>	<b>(6,100)</b>	<b>264.86%</b>	<b>(1,880)</b>
783	<u>Contractual Programs</u>													
	Fitness	11,760	15,000	(3,240)	128%	11,760	18,010	(6,250)	153%	12,000	15,000	(3,000)	125%	240
	Sport Clinics	14,630	15,000	(370)	103%	12,520	14,210	(1,690)	113%	12,520	15,000	(2,480)	120%	(2,110)
	Youth	24,000	37,000	(13,000)	154%	29,200	44,240	(15,040)	152%	32,000	40,000	(8,000)	125%	5,000
	<b>Contractual Total</b>	<b>50,390</b>	<b>67,000</b>	<b>(16,610)</b>	<b>133%</b>	<b>53,480</b>	<b>76,460</b>	<b>(22,980)</b>	<b>143%</b>	<b>56,520</b>	<b>70,000</b>	<b>(13,480)</b>	<b>124%</b>	<b>(1,870)</b>
784	<b>Municipal Pool Total</b>	<b>340,290</b>	<b>232,350</b>	<b>107,940</b>	<b>68%</b>	<b>362,880</b>	<b>234,370</b>	<b>128,510</b>	<b>65%</b>	<b>348,680</b>	<b>247,550</b>	<b>101,130</b>	<b>71%</b>	<b>(6,810)</b>
785	<u>Youth Programs</u>													
	Office	2,900		2,900	0%	4,100	0	4,100	0%	4,000		4,000	0%	1,100
	Operation Recreation	76,600	118,000	(41,400)	154%	88,560	126,900	(38,340)	143%	91,850	129,000	(37,150)	140%	4,250
	Operation Recreation JR.	25,100	38,000	(12,900)	151%	27,290	40,560	(13,270)	149%	25,370	42,000	(16,630)	166%	(3,730)
	Filthy Fun Kids Run	4,100	6,000	(1,900)	146%	3,820	5,600	(1,780)	147%	3,800	6,000	(2,200)	158%	(300)
	Park Kart	1,250		1,250	0%	750	0	750	0%	1,150		1,150	0%	(100)
	Special Events	7,600	12,300	(4,700)	162%	9,490	12,970	(3,480)	137%	8,500	11,500	(3,000)	135%	1,700
	Tennis Instruction	24,000	15,400	8,600	64%	26,160	16,030	10,130	61%	27,100	19,000	8,100	70%	(500)
	Children's Playtime	18,860	13,600	5,260	72%	18,660	13,000	5,660	70%	18,900	13,600	5,300	72%	40
	Sports Programs	<b>8,170</b>	<b>8,100</b>	<b>70</b>	<b>99%</b>	<b>7,690</b>	<b>8,200</b>	<b>(510)</b>	<b>107%</b>	<b>8,170</b>	<b>8,090</b>	<b>80</b>	<b>99%</b>	<b>10</b>
	Archery		1,800				2,420				2,390	(2,390)		
	Sports Explorers		1,600				1,260				1,600	(1,600)		
	Tot Sports		3,700				2,740				2,900	(2,900)		
	Start Smart		1,000				1,780				1,200	(1,200)		
	<b>Youth Programs</b>	<b>26,400</b>	<b>12,300</b>	<b>14,100</b>	<b>47%</b>	<b>27,850</b>	<b>12,430</b>	<b>15,420</b>	<b>45%</b>	<b>27,640</b>	<b>12,500</b>	<b>15,140</b>	<b>45%</b>	<b>1,040</b>
	Adventure		9,000				8,940				9,000	(9,000)		
	Tot Lot		3,300				3,490				3,500	(3,500)		
	<b>Youth Total</b>	<b>194,980</b>	<b>223,700</b>	<b>(28,720)</b>	<b>115%</b>	<b>214,370</b>	<b>235,690</b>	<b>(21,320)</b>	<b>110%</b>	<b>216,480</b>	<b>241,690</b>	<b>(25,210)</b>	<b>112%</b>	<b>3,510</b>

## Proposed 2025 Operating Budget

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation/Public Works	<b>Budget:</b> Celebrations and Commemorations
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Michael Kading/Gerry Kaiser

**Goals/Responsibilities:**

CommunityFest - Provide citizens of Neenah a safe and enjoyable Independence Day festival

Others - Assist in carrying out other special events partially sponsored by the City. Civic activities benefit residents through participation in and the development of events contributing to local "quality of life."

**Activities:**

CommunityFest

Others

Provide support for the following events:

- Memorial Day
- Flags/Banners
- United Way
- Labor Day
- Veterans Day
- Christmas Lights
- Homecoming Parade
- Shattuck Concert Series
- Soccer Tournaments
- Sidewalk Sales
- Blood Drives
- Fundraising Walks
- Block Parties

**2024 Accomplishments:**

CommunityFest – Strong attendance at both the July 3<sup>rd</sup> and 4<sup>th</sup> event.

Others

- Sponsored Shattuck Concert Series in partnership with Future Neenah, Inc.
- Participated in a cooperative effort with community special events.

**2025 Goals:**

CommunityFest

- Continue to manage event with donated funds for the entertainment. Volunteer support for the event continues to be a challenge.

Others

- Continue to support community events that improve quality of life

**Major Increases (Decreases) in 2025 Budget: None**

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CELEBRATIONS / COMMEMORATIONS</b>								
<b>4TH OF JULY/COMMUNITYFEST (9401-802)</b>								
0101	Salaries	1,459	1,000	1,212	1,220	1,250	1,250	
0102	Full Time Hourly Wages	2,134	2,800	3,291	3,300	3,600	3,400	
0103	Temporary Wages	796	1,500	1,980	1,980	1,500	1,500	
0104	Overtime Wages	1,059	300	210	210	300	300	
0110	Health Insurance	1,704	860	2,248	2,330	2,880	2,610	
0111	Fringes	1,109	870	1,040	1,040	1,450	1,450	
0236	Outside Services	40,000	40,000	40,000	40,000	40,000	40,000	
0252	Rental of Equipment	4,341	4,000	5,470	5,470	5,500	5,500	
0333	All Other Supplies	300	250	281	290	300	300	
8133	All Other Equipment	508	2,000	701	710	1,000	1,000	
	<b>4TH OF JULY/COMMUNITYFEST</b>	<b>53,410</b>	<b>53,580</b>	<b>56,433</b>	<b>56,550</b>	<b>57,780</b>	<b>57,310</b>	<b>3,730</b>
<hr/>								
<b>OTHER CELE./COMMEMORATIONS (9403-802)</b>								
0102	Full Time Hourly Wages	6,545	8,100	9,107	12,000	12,000	12,000	
0104	Overtime Wages	3,413	1,800	4,313	4,500	3,800	3,800	
0110	Health Insurance	3,115	3,050	4,508	4,510	5,220	5,050	
0111	Fringes	2,023	2,170	2,942	3,620	3,210	3,210	
0118	License Renewal	819	400	392	400	400	400	
0236	Outside Services	9,640	7,300	8,032	8,050	8,100	8,100	
0252	Rental of Equipment	0	500	0	0	250	250	
0320	Small Tools	0	50	0	0	50	50	
0333	All Other Supplies	133	1,000	792	1,000	1,000	1,000	
	<b>OTHER CELE./COMMEMORATIONS</b>	<b>25,688</b>	<b>24,370</b>	<b>30,086</b>	<b>34,080</b>	<b>34,030</b>	<b>33,860</b>	<b>9,490</b>
<hr/>								
<b>150TH CELEBRATION (9404-802)</b>								
0236	Outside Services	12,649	0	0	0	0	0	
	<b>Contractual Services</b>	<b>12,649</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OTHER CELE./COMMEMORATIONS</b>	<b>12,649</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<hr/>								
<b>CELEBRATIONS/COMMEMORATIONS</b>		<b>91,747</b>	<b>77,950</b>	<b>86,519</b>	<b>90,630</b>	<b>91,810</b>	<b>91,170</b>	<b>13,220</b>
<b>Percent Budget Change</b>								<b>16.96%</b>

# OAK HILL CEMETERY

## Department Head

Michael Kading

## Major Activities

The Department provides for the planning, maintenance and physical operation of the Municipal Cemetery. It manages and maintains 45 acres of land and 5 buildings. Coordinates the work and labor associated with burials, which total approximately 125 per year.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 308,347	\$ 312,110	\$ 330,620	5.93%	\$ 328,490	5.25%

No. of Employees (FTE)	2	2	2	0%	2	0%
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## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recommended                      \$        (2,130)

### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$2,130 reduction in the Cemetery budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation/Finance	<b>Budget:</b> Cemetery
<b>Program:</b> Miscellaneous	<b>Submitted by:</b> Michael Kading

**Goals/Responsibilities:**

Provide for the planning, maintenance and physical operation of the Municipal Cemetery to assure the citizens of Neenah that this important community resource will be attractive, adequate and operated in an efficient manner.

**Activities:**

- Plan for development of cemetery land.
- Maintain the grounds and physical facilities.
- Coordinate the work and labor associated with burials.
- Provide public information regarding cemetery policies and the location and availability of lots.
- Provide information and recommendations to the Public Services and Safety Committee regarding cemetery matters.
- Update and maintain cemetery records.

**2024 Accomplishments:**

- Co-sponsored with the Neenah Historical Society a monument restoration workshop with the hopes of engaging future volunteer help.
- Continue to explore new methods of improving cost recovery.

**2025 Goals:**

- Research Historical restoration of and use for the vault.
- Continue to explore new methods of improving cost recovery.
- Look at investment strategies using the Perpetual Care Fund to take the cemetery off the tax role.

**Major Increases (Decreases) in 2025 Budget:** none

<b><u>Cemetery Statistics</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>	<b><u>2024 YTD*</u></b>
Graves Sold	69	72	77	157	55	56	<b>57</b>
Lot Sales	\$43,720	\$25,883	\$44,340	\$99,315	\$46,582	\$50,846	<b>\$43,400</b>
Burials – Regular	39	45	33	34	36	30	<b>23</b>
Burials – Cremation	51	42	47	62	55	51	<b>30</b>
<b><u>Catholic Cemetery Services</u></b>							
Burials – Regular	31	13	27	24	33	18	<b>11</b>
Fees	\$22,375	\$9,250	\$18,600	\$16,150	\$26,730	\$17,805	<b>\$10,875</b>

*\*As of August 2024*

Lot sales go into the general fund to offset the levy.



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>OAK HILL CEMETERY</b>								
<b><u>CEMETERY OPERATIONS (9703-841)</u></b>								
0101	Salaries	8,429	8,000	6,577	8,000	8,000	8,000	
0102	Full Time Hourly Wages	125,062	132,020	95,311	130,710	134,790	134,790	
0103	Temporary Wages	36,931	41,700	43,075	44,480	46,130	46,130	
0104	Overtime Wages	6,407	5,000	5,375	6,000	5,000	5,000	
0110	Health Insurance	39,240	40,810	30,600	40,810	47,560	45,930	
0111	Fringes	29,108	31,140	25,072	31,550	32,490	32,490	
0115	Schools/Seminars/Training	136	300	0	300	300	300	
0117	Clothing Allowance	1,004	1,000	1,004	1,010	1,000	1,000	
0124	Meal Allowance	0	10	0	10	10	10	
0127	DOT Emp Notification Prog	0	10	0	10	10	10	
0206	Advertising & Publication	0	120	0	120	120	120	
0213	Maint of Motor Vehicles	0	200	0	200	200	200	
0214	Maintenance of Buildings	225	300	0	300	300	300	
0216	Maint of Operating Equip	106	300	1,342	1,350	300	300	
0221	Telephone	359	360	270	360	0	0	
0222	Electricity	3,500	3,220	2,769	3,600	3,690	3,690	
0223	Natural Gas	677	840	546	1,000	1,030	1,030	
0224	Water & Sewer	504	520	389	520	520	520	
0225	Commercial Dumpster	694	750	562	750	750	750	
0226	Storm Water	5,643	6,210	4,645	6,210	6,520	6,520	
0227	Cellular Telephone	735	800	387	800	800	800	
0234	Credit Card Payment Fees	207	100	891	900	1,000	1,000	
0236	Outside Services	47	100	0	510	100	100	
0237	Pest Control	0	200	0	100	200	200	
0241	Tree Planting & Landscape	1,500	1,500	1,569	1,570	1,500	1,000	
0252	Rental of Equipment	0	150	0	150	150	150	
0255	IS Service / Internal	9,390	9,410	7,057	9,410	9,600	9,600	
0258	GIS Services/Internal	5,510	0	0	0	0	0	
0293	Maint of Motor Veh/Fleet	315	730	0	730	10,250	10,250	
0296	Maint of Oper Eq/Fleet	14,434	8,250	4,411	8,250	0	0	
0301	Office Supplies	0	50	0	50	50	50	
0303	Computer Operation Supply	237	250	273	280	0	0	
0306	Cleaning/Janitor Supplies	1,132	900	1,445	1,450	900	900	
0310	Gasoline & Oil	7,714	7,260	6,815	7,600	7,750	7,750	
0313	Motor Vehicle Maint Suppl	76	200	133	200	200	200	
0314	Building Maint Supplies	998	700	1,372	1,380	700	700	
0315	Land Maint Supplies	780	2,000	960	2,000	2,000	2,000	
0316	Equipment Maint Supplies	2,261	3,000	3,131	3,140	3,000	3,000	
0319	Safety Supplies	684	500	375	500	500	500	
0320	Small Tools	323	500	57	500	500	500	
0333	All Other Supplies	228	100	0	100	100	100	
0344	Small Equipment	834	800	921	930	800	800	
0345	Shop Supplies	1,085	800	918	920	800	800	
0376	Marker/Monument Foundtion	1,832	1,000	4,168	4,170	1,000	1,000	
	<b>CEMETERY OPERATIONS</b>	<b>308,347</b>	<b>312,110</b>	<b>252,420</b>	<b>322,930</b>	<b>330,620</b>	<b>328,490</b>	<b>16,380</b>
	<b>TOTAL EXPENDITURES</b>	<b>308,347</b>	<b>312,110</b>	<b>252,420</b>	<b>322,930</b>	<b>330,620</b>	<b>328,490</b>	<b>16,380</b>
						Percent Budget Change		<b>5.25%</b>
	<b>TOTAL REVENUES</b>	<b>162,101</b>	<b>165,610</b>	<b>145,626</b>	<b>172,550</b>	<b>164,150</b>	<b>171,170</b>	<b>5,560</b>
						Percent Budget Change		<b>3.36%</b>
	<b>NET EFFECT ON LEVY</b>	<b>146,246</b>	<b>146,500</b>	<b>106,794</b>	<b>150,380</b>	<b>166,470</b>	<b>157,320</b>	<b>10,820</b>
						Percent Budget Change		<b>7.39%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Parks and Recreation
<b>Program:</b>
Miscellaneous

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Cemetery Foreman	9	1.00	9	1.00
Cemetery Technician	7	1.00	7	1.00
TOTAL	XXX	2.00	XXX	2.00

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# FORESTRY

## Department Head

Gerry Kaiser/Michael Kading

## Major Activities

The Department plants, prunes and cares for the 17,000 park trees and 3,600 street trees. It guards all trees and shrubs in both public and private areas within the City against the spread of disease, insects or pests.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 309,806	\$ 329,640	\$ 347,110	5.30%	\$ 345,050	4.67%

# of Employees (FTE)	Included in Public Works and Parks & Recreation sections.
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## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recommended                      \$        (2,060)

### Mayor's Comments:

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, I asked department head's to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending a \$2,060 reduction in the Forestry budget.

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Parks and Recreation/Public Works	<b>Budget:</b> City-Wide Forestry Program
<b>Program:</b> Forestry	<b>Submitted by:</b> Michael Kading/Gerry Kaiser

**Goals/Responsibilities:**

It is the planned policy of the City to regulate and control the planting, transplanting, removal, maintenance and protection of trees and shrubs in or upon all public and terrace areas of the City in order to eliminate and guard against dangerous conditions which may result in injury to persons using the streets, sidewalks or other public areas; to promote and enhance the beauty and general welfare of the City; to prevent damage to any public sewer or water main, street, sidewalk or other public property; to prohibit the undesirable and unsafe planting, removal, treatment and maintenance of trees and shrubs within public areas; and, to guard all trees and shrubs in both public and private areas within the City against the spread of disease, insects or pests.

This program is under the joint management of the Public Works and Parks and Recreation Departments.

**Activities:**

- Establish and keep current a city tree plan regarding assessment, preservation, pruning, planting, replanting, removal and disposal of trees and brush from all parks and public rights-of-way or other areas where they interfere with City property.
- Establish and publicize pruning standards for trees in both private and public areas.
- Remove debris after storms.
- Maintain clearance over streets and sidewalks.
- Proactively manage all threats to the urban forest.

**2024 Accomplishments:**

- Planted 175 trees in cemetery, parks, terraces, and other public property throughout the City.
- Planted 7 memorial trees in parks and cemetery through the Trees for the Living Program.
- Continued managing construction and tree conflicts on E. Doty Ave, Stevens St., Cedar St, Belmont Court, Plummer Court.
- Pruned over 2,000 public trees throughout the city.
- Continued Emerald Ash Borer (EAB) Management plan.
- Continued monitoring for and educating on invasive species.
- Continued to update tree inventory on the Tree Plotter platform in cooperation with the WDNR.
- Chipped brush to reduce landfill fees. Supplied wood chips free to the public. Sold compost made from leaves and wood mulch from brush grinding.
- Awarded Tree City USA for the 40<sup>th</sup> year.
- Held Annual Arbor Day Celebration on April 26th at Memorial Park in honor of Park & Recreation Commissioner/Alderman Hillstrom.

**2025 Goals/Plans:**

- Continue executing EAB Management Plan with continued emphasis on replanting each ash tree that is removed.
- Continue educating and working with residents about the EAB problem.
- Continue proactively managing the urban forest using Best Management Practices.
- Continue updating and managing tree inventory.
- Continue managing invasive species.
- Coordinate annual Arbor Day Celebration.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>CITY-WIDE FORESTRY PROGRAM</b>								
<b><u>PUBLIC RIGHT-OF-WAY (8902-735)</u></b>								
0101	Salaries	7,098	8,000	5,032	8,000	8,000	8,000	
0102	Full Time Hourly Wages	105,135	118,580	98,734	125,000	125,000	125,000	
0104	Overtime Wages	1,317	1,500	125	1,500	1,500	1,500	
0110	Health Insurance	35,514	38,420	34,899	38,420	46,060	44,540	
0111	Fringes	22,984	25,790	20,919	27,080	27,520	27,520	
0115	Schools/Seminars/Training	364	750	170	500	500	500	
0124	Meal Allowance	8	20	0	20	20	20	
0213	Maint of Motor Vehicles	1,140	1,000	890	1,000	1,000	1,000	
0236	Outside Services	0	500	600	600	500	500	
0241	Tree Planting & Landscape	12,640	12,000	12,000	12,000	12,000	12,000	
0293	Maint of Motor Veh/Fleet	16,397	16,500	14,020	16,500	23,810	23,810	
0294	Oil and Fluids/Fleet	576	990	752	990	0	0	
0296	Maint of Oper Eq/Fleet	5,650	6,050	7,285	7,500	0	0	
0310	Gasoline & Oil	13,297	12,500	10,441	12,500	12,750	12,750	
0316	Equipment Maint Supplies	128	250	76	250	250	250	
0319	Safety Supplies	398	500	1,507	1,510	500	500	
0320	Small Tools	146	250	149	250	250	250	
0333	All Other Supplies	828	1,000	718	1,000	1,000	1,000	
0339	Tires & Tire Maintenance	1,003	800	718	800	800	800	
0344	Small Equipment	267	300	616	620	300	300	
	<b>PUBLIC RIGHT-OF-WAY</b>	<b>224,890</b>	<b>245,700</b>	<b>209,651</b>	<b>256,040</b>	<b>261,760</b>	<b>260,240</b>	<b>14,540</b>
						Percent Budget Change		<b>5.92%</b>

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>PARKS (8903-788)</u></b>								
0101	Salaries	4,148	4,300	2,483	4,300	4,300	4,300	
0102	Full Time Hourly Wages	43,588	35,000	27,372	35,000	35,000	35,000	
0103	Temporary Wages	1,371	1,500	171	1,500	1,500	1,500	
0104	Overtime Wages	0	150	0	150	150	150	
0110	Health Insurance	15,359	13,010	10,086	13,010	14,330	13,860	
0111	Fringes	8,263	7,010	5,140	7,010	7,140	7,140	
0115	Schools/Seminars/Training	39	650	726	730	650	650	
0118	License Renewal	120	120	0	120	120	120	
0207	Dues and Memberships	360	400	360	400	400	400	
0216	Maint of Operating Equip	0	100	0	100	100	100	
0236	Outside Services	135	100	144	150	100	100	
0241	Tree Planting & Landscape	3,560	3,500	3,500	3,500	3,500	3,500	
0308	Books & Periodicals	0	100	0	100	100	100	
0316	Equipment Maint. Supplies	0	200	0	200	200	200	
0319	Safety Supplies	0	200	664	670	200	200	
0320	Small Tools	113	400	261	400	400	400	
0333	All Other Supplies	0	100	0	100	100	100	
0344	Small Equipment	711	500	460	500	500	500	
	<b>PARKS</b>	<b>77,767</b>	<b>67,340</b>	<b>51,367</b>	<b>67,940</b>	<b>68,790</b>	<b>68,320</b>	<b>980</b>
Percent Budget Change								<b>1.46%</b>



**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>INVASIVE SPECIES CONTROL (8904-788)</b>								
0101	Salaries	1,241	1,000	1,364	1,500	1,000	1,000	
0102	Full Time Hourly Wages	599	5,000	0	5,000	5,000	5,000	
0103	Temporary Wages	1,057	1,500	1,098	1,500	1,500	1,500	
0110	Health Insurance	906	1,960	827	1,960	2,150	2,080	
0111	Fringes	490	1,540	506	1,640	1,310	1,310	
0206	Advertising & Publication	0	100	0	100	100	100	
0236	Outside Services	0	100	5,004	5,010	100	100	
0333	All Other Supplies	2,856	5,400	3,240	3,240	5,400	5,400	
	<b>INVASIVE SPECIES CONTROL</b>	<b>7,149</b>	<b>16,600</b>	<b>12,039</b>	<b>19,950</b>	<b>16,560</b>	<b>16,490</b>	<b>(110)</b>
						Percent Budget Change		<b>-0.66%</b>
	<b>TOTAL CITY WIDE FORESTRY</b>	<b>309,806</b>	<b>329,640</b>	<b>273,057</b>	<b>343,930</b>	<b>347,110</b>	<b>345,050</b>	<b>15,410</b>
						Percent Budget Change		<b>4.67%</b>

TAX REFUNDS/SPECIAL RESERVES AND ESCROWS	
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**Department Head**

Vicky K. Rasmussen, CPA

## Major Activities

This budget section accounts for certain reserves and contingency costs, as well as other costs anticipated to affect city-wide operations. This includes annual wage and fringe benefit costs and emergency contingencies not already included in departmental budgets as well as adjustments to line items that affect multiple city departmental budgets.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 10,326	\$ 10,000	\$ 10,000	0.00%	\$ (40,000)	-500.00%

No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a
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## **Budget Adjustments**

### **Increases (Decreases) to Expenditures Requested**

<b><u>Mayor Recomemended</u></b>	<b>\$ (50,000)</b>
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*Mayor's Comments:*

This area of the budget is used to identify budget adjustments that affect multiple departments across various budget line items. My recommended change to those various line items is as follows:

<b>1). Retirements</b>	<b>\$ 50,000</b>
Wage and fringe benefit impact of 2025 retirements	

<b>Total Special Reserves &amp; Escrow</b>	<b>\$</b>	<b>50,000</b>
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## INTERFUND TRANSFERS

### Department Head

Vicky K. Rasmussen, CPA

### Major Activities

This budget section accounts for interfund transfers from the General Fund to support other city funds.

### Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 411,852	\$ 5,000	\$ 15,000	200.00%	\$ 15,000	200.00%
No. of Employees (FTE)	n/a	n/a	n/a	n/a	n/a	n/a

### **Budget Adjustments**

#### Increases (Decreases) to Expenditures Requested

Mayor Recomendended                      \$           -

**Menasha-Neenah Joint Municipal Court**

Mayor's Comments:

None

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Tax Refunds Reserve/ Special Reserves and Escrows
<b>Program:</b> Miscellaneous	<b>Submitted by:</b> Vicky K. Rasmussen

**TAX REFUNDS RESERVE**

This budget is set up to provide a funded reserve for returning taxpayer overpayments resulting from:

- a) Board of Review decisions on property valuations.
- b) Litigation settlements on property valuations.
- c) Other major adjustments.
- d) Assessment corrections.

The 2025 request is \$10,000, the same amount as 2024. The amount will be transferred to a clearing account from which all tax refunds are issued. The balance of this account is project to be about \$23,000 at the end of 2024.

**SPECIAL RESERVES AND ESCROWS**

This cost center is designed to absorb the charges which are contingent upon events anticipated to occur in the coming year but for which sufficient data is not yet available to prepare a detailed budgetary plan.

Salaries/Wages – Retirements	(\$42,500)
Fringe Benefits – Retirements	(7,500)
Total	(\$50,000)

**Major Increases (Decreases) in 2025 Budget:**

\$50,000 wage and benefit budget reduction for savings for retirements and turnover that is likely to occur in 2025.

**TRANSFERS OUT**

Neenah paid back it's share of the long-standing Joint Municipal Court deficit in 2023. Beginning in 2024, Neenah plans to eliminate it's share of the Joint Municipal Court deficit on an annual basis. \$15,000 is budgeted for this purpose in 2025, the approximate share of the deficit expected.

CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>TAX REFUNDS (2605-721)</b>								
0236	Misc Expenditures	10,000	10,000	7,500	10,000	10,000	10,000	0
	<b>TAX REFUNDS</b>	<b>10,000</b>	<b>10,000</b>	<b>7,500</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>
<b>SPECIAL RESERVES &amp; ESCROWS (2603-721)</b>								
0160	Salaries	0	0	0	0	0	(42,500)	
0161	Fringes	0	0	0	0	0	(7,500)	
	<b>SPECIAL RESERVES &amp; ESCROWS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>(50,000)</b>
<b>TRANSFERS OUT (9988-999)</b>								
0999	Parking Utility	156,564	0	0	190,000	0	0	
0999	Joint Court-Neenah Share	255,288	5,000	0	14,250	15,000	15,000	
	<b>TRANSFERS</b>	<b>411,852</b>	<b>5,000</b>	<b>0</b>	<b>204,250</b>	<b>15,000</b>	<b>15,000</b>	<b>10,000</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> All TIF's
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**All TIF Districts  
2025 Operating Budget**

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

**Descripti** This budget is a summary of all Tax Incremental Financing District Special Revenue Funds as described above.

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>All TIF Funds</u></b>				
Fund Balance (Deficit), January 1	\$ (7,798,458)	\$ (5,582,726)	\$ (5,582,726)	\$ (5,503,041)
<b><u>Revenues</u></b>				
Property Tax Increment	4,427,947	4,262,076	4,383,320	4,381,800
Computer Exemption/PP Tax Aid	386,996	386,996	387,010	635,720
Interest Income	262,307	181,000	223,150	200,500
Other Revenue	50,000	-	-	-
Lease/Rental Income	34,284	-	35,000	35,000
Increment Shortfall Payments	88,154	-	-	-
Total Revenues	5,249,688	4,830,072	5,028,480	5,253,020
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	3,168,595	3,247,740	3,247,750	3,453,330
Debt Service - Transfer to Debt Service Fund Interest	676,897	634,267	634,275	565,370
Administration - Transfer to General Fund *	489,470	658,800	584,720	663,120
Developer Increment Reimbursement	646,538	655,000	522,100	558,649
Miscellaneous	380,683	21,300	37,450	50,000
Total Expenditures	5,362,183	5,217,107	5,026,295	5,290,469
Excess Revenues Over (Under) Expenditures	(112,495)	(387,035)	2,185	(37,449)
<b><u>Other Financing Sources (Uses)</u></b>				
Transfer to TIF #8 from #7 - Donor TIF	(1,537,476)	(1,486,123)	(1,558,740)	(1,450,450)
Transfer from TIF #7 to #8 - Donor TIF	1,537,476	1,486,123	1,558,740	1,450,450
Transfer from TIF #7 Capital Project Fund	29,547	-	-	-
Transfer from TIF #8 Capital Project Fund	1,244,558	-	-	-
Transfer from CDA Fund	943,287	-	-	-
Premium on Debt	110,835	119,000	77,500	10,250
Total Other Financing Sources (Uses)	2,328,227	119,000	77,500	10,250
<b>Net Change in Fund Balance</b>	<b>2,215,732</b>	<b>(268,035)</b>	<b>79,685</b>	<b>(27,199)</b>
<b>Fund Balance (Deficit), December 31</b>	<b>\$ (5,582,726)</b>	<b>\$ (5,850,761)</b>	<b>\$ (5,503,041)</b>	<b>\$ (5,530,240)</b>
Cash Advance from Debt Service Levy (2012-24)	5,804,670	5,804,670	5,792,400	6,104,670
Cash Advance from Debt Service Levy (2025)	-	280,000	-	(170,410)
Net Cash Surplus (Deficit)	\$ 221,944	\$ 233,909	\$ 289,359	\$ 404,020

\* Administration - Transfer to General Fund includes an additional \$49,120 for TIF #14 that is yet to be created



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #7 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #7 Fund (Westside Business Corridor)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #7 was designated as a "donor" TIF to TIF #8 in 2015, leading to the annual transfer of excess increment to TIF #8 while both districts remain open.

**Description:** The area within TID #7 is an area including commercial development adjacent to Winneconne Avenue/Green Bay Road, the West Towne Village business district and Bridgewood golf, commercial and housing developments. Areas for development are in need of redevelopment/rehabilitation due to prolonged underutilization and associated physical and economic obsolescence. Proposed project costs and improvements include utility and access improvements, land acquisition, design and engineering, beautification/signage, planning/project support.

**Created:** 01/01/2000  
  
**Amendment #1:** 01/01/2002  
**Amendment #2:** 01/01/2005  
**Amendment #3:** 01/01/2006  
**Amendment #4:** 01/01/2012  
  
**Max Exp. Date:** 07/05/2022  
**Max Close Date:** 07/05/2037

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #7</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Revenues</u></b>				
Property Tax Increment	2,175,167	2,088,934	2,149,360	1,965,830
Computer Exemption/PP Tax Aid	88,246	88,246	88,250	193,520
Interest Income	69,534	45,000	77,930	61,500
Other Revenue	50,000	-	-	-
<b>Total Revenues</b>	<b>2,382,947</b>	<b>2,222,180</b>	<b>2,315,540</b>	<b>2,220,850</b>
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	535,980	519,417	519,420	539,110
Debt Service - Transfer to Debt Service Fund Interest	91,087	75,320	75,320	60,230
Administration - Transfer to General Fund	133,560	140,320	140,320	147,360
Developer Increment Reimbursement	95,000	-	20,740	22,200
Miscellaneous	19,391	1,000	1,000	1,500
<b>Total Expenditures</b>	<b>875,018</b>	<b>736,057</b>	<b>756,800</b>	<b>770,400</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>1,507,929</b>	<b>1,486,123</b>	<b>1,558,740</b>	<b>1,450,450</b>
<b><u>Other Financing Sources (Uses)</u></b>				
Transfer to TIF #8 - Donor TIF	(1,537,476)	(1,486,123)	(1,558,740)	(1,450,450)
Transfer from TIF #7 Capital Project Fund	29,547	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>(1,507,929)</b>	<b>(1,486,123)</b>	<b>(1,558,740)</b>	<b>(1,450,450)</b>
<b>Net Change in Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cash Advance from Debt Service Levy (2012-24)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash Advance from Debt Service Levy (2025)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Cash Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	TIF #8 Fund
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Vicky K. Rasmussen / Chris Haese

**TIF #8 Fund (Downtown/Doty Island Redevelopment)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest). TIF #8 was designated as "distressed" in 2015, adding ten years to it's maximum closure date to 12/31/2038.

**Description:** The area within TID #8 includes the Doty Island Business District as well as key downtown business sites. The sites have been planned for and are expected to develop as a combination of commercial and residential use properties. The Doty Island plan is to retain significant older buildings that contribute to the charm and character of the business district; promote redevelopment at sites that can strengthen neighborhood retail and service offerings; and, maximize opportunity for existing businesses to stay and grow on the island. In certain instances, the revitalization strategy is a joint effort of the City and Neenah Community Development Authority (CDA).

**Created:** 01/01/2001  
  
**Amendment #1:** 01/01/2002  
**Amendment #2:** 01/01/2004  
**Amendment #3:** 01/01/2005  
**Amendment #4:** 01/01/2008  
  
**Max Exp. Date:** 09/05/2023  
  
**Max Close Date:** 09/05/2038

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #8</u></b>				
Fund Balance (Deficit), January 1	\$ (7,648,490)	\$ (5,414,670)	\$ (5,414,670)	\$ (5,102,400)
<b><u>Revenues</u></b>				
Property Tax Increment	1,403,458	1,428,033	1,469,340	1,445,530
Computer Exemption/PP Tax Aid	238,734	238,734	238,740	298,750
Interest Income	81,953	34,000	20,000	30,000
Lease/Rental Income	34,284	-	35,000	35,000
Increment Shortfall Payments	88,154	-	-	-
Total Revenues	1,846,583	1,700,767	1,763,080	1,809,280
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	2,246,615	2,296,990	2,296,990	2,360,880
Debt Service - Transfer to Debt Service Fund Interest	417,219	350,822	350,820	307,200
Administration - Transfer to General Fund	133,560	215,320	140,320	147,360
Developer Increment Reimbursement	238,697	248,000	188,870	202,090
Miscellaneous	303,547	12,000	32,550	41,500
Total Expenditures	3,339,638	3,123,132	3,009,550	3,059,030
Excess Revenues Over (Under) Expenditures	(1,493,055)	(1,422,365)	(1,246,470)	(1,249,750)
<b><u>Other Financing Sources (Uses)</u></b>				
Transfer from TIF #7 - Donor TIF	1,537,476	1,486,123	1,558,740	1,450,450
Transfer from TIF #8 Capital Project Fund	1,244,558	-	-	-
Transfer from CDA Fund	943,287	-	-	-
Premium on Debt	1,554	-	-	-
Total Other Financing Sources (Uses)	3,726,875	1,486,123	1,558,740	1,450,450
<b>Net Change in Fund Balance</b>	<b>2,233,820</b>	<b>63,758</b>	<b>312,270</b>	<b>200,700</b>
Fund Balance (Deficit), December 31	\$ (5,414,670)	\$ (5,350,912)	\$ (5,102,400)	\$ (4,901,700)
Cash Advance from Debt Service Levy (2012-24)	5,414,670	5,414,670	5,102,400	5,414,670
Cash Advance from Debt Service Levy (2025)	-	-	-	(512,970)
Net Cash Surplus (Deficit)	\$ -	\$ 63,758	\$ -	\$ -

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #9 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #9 Fund (US Hwy 41 Industrial Corridor)**

**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

**Description:** The area within TID #9 includes an industrial corridor west of Interstate 41 between Bell Street to the north and CTH G to the south. The area within the District is in need of redevelopment/rehabilitation due to the underutilization and physical and economic obsolescence. Proposed project costs include utility and access improvements, redevelopment assistance and planning/project support.

**Created:** 01/01/2015  
  
**Amendment #1:** 01/01/2019  
**Amendment #2:** 01/01/2019  
**Amendment #3:** 11/02/2023  
  
**Max Exp. Date:** 03/18/2037  
  
**Max Close Date:** 03/18/2042

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>TIF #9</b>				
Fund Balance (Deficit), January 1	\$ (179,405)	\$ (389,434)	\$ (389,434)	\$ (685,164)
<u>Revenues</u>				
Property Tax Increment	191,235	168,810	171,640	170,810
Computer Exemption/PP Tax Aid	48,147	48,147	48,150	97,530
Interest Income	5,165	7,000	3,000	4,000
Total Revenues	244,547	223,957	222,790	272,340
<u>Expenditures</u>				
Debt Service - Transfer to Debt Service Fund Principal	251,000	291,333	291,340	298,340
Debt Service - Transfer to Debt Service Fund Interest	20,053	19,336	19,340	15,390
Administration - Transfer to General Fund	89,060	116,960	116,960	122,800
Developer Increment Reimbursement	85,610	102,000	90,880	97,240
Miscellaneous	12,478	1,400	1,500	1,500
Total Expenditures	458,201	531,029	520,020	535,270
Excess Revenues Over (Under) Expenditures	(213,654)	(307,072)	(297,230)	(262,930)
<u>Other Financing Sources (Uses)</u>				
Premium on Debt	3,625	7,500	1,500	1,500
Total Other Financing Sources (Uses)	3,625	7,500	1,500	1,500
<b>Net Change in Fund Balance</b>	<b>(210,029)</b>	<b>(299,572)</b>	<b>(295,730)</b>	<b>(261,430)</b>
Fund Balance (Deficit), December 31	\$ (389,434)	\$ (689,006)	\$ (685,164)	\$ (946,594)
Cash Advance from Debt Service Levy (2012-24)	390,000	390,000	690,000	690,000
Cash Advance from Debt Service Levy (2025)	-	280,000	-	256,600
Net Cash Surplus (Deficit)	\$ 566	\$ (19,006)	\$ 4,836	\$ 6

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #10 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #10 Fund (Near Downtown District)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

**Description:** The area within TID #10 includes an area on the west end of the Central Business District between the Neenah Slough to the west, Arrowhead Park to the north, Smith Street to the south, and Church Street to the east. The area within the District includes industrial, residential, commercial, retail and open space uses and at least 50% of the property within the District is defined as blighted. Several areas within the District have been identified as redevelopment sites and are expected to develop as a combination of commercial, office and/or residential uses. The proposed project costs include parking, utility and access improvements, redevelopment assistance, beautification/signage/public space, and planning/project support.

**Created:** 01/01/2015  
**Amendment #1:** n/a  
**Max Exp. Date:** 08/05/2037  
**Max Close Date:** 08/05/2042

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #10</u></b>				
Fund Balance (Deficit), January 1	\$ 26,730	\$ 117,985	\$ 117,985	\$ 183,755
<b><u>Revenues</u></b>				
Property Tax Increment	318,833	282,002	290,160	236,650
Computer Exemption/PP Tax Aid	11,869	11,869	11,870	29,840
Interest Income	56,047	45,000	64,320	55,000
Total Revenues	386,749	338,871	366,350	321,490
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	133,250	138,250	138,250	253,250
Debt Service - Transfer to Debt Service Fund Interest	118,642	115,045	115,050	107,780
Administration - Transfer to General Fund	44,520	46,780	46,780	49,120
Developer Increment Reimbursement	-	-	-	-
Miscellaneous	636	1,000	1,000	1,500
Total Expenditures	297,048	301,075	301,080	411,650
Excess Revenues Over (Under) Expenditures	89,701	37,796	65,270	(90,160)
<b><u>Other Financing Sources (Uses)</u></b>				
Premium on Debt	1,554	1,500	500	500
Total Other Financing Sources (Uses)	1,554	1,500	500	500
<b>Net Change in Fund Balance</b>	<b>91,255</b>	<b>39,296</b>	<b>65,770</b>	<b>(89,660)</b>
<b>Fund Balance (Deficit), December 31</b>	<b>\$ 117,985</b>	<b>\$ 157,281</b>	<b>\$ 183,755</b>	<b>\$ 94,095</b>
Cash Advance from Debt Service Levy (2012-24)	-	-	-	-
Cash Advance from Debt Service Levy (2025)	-	-	-	-
Net Cash Surplus (Deficit)	\$ 117,985	\$ 157,281	\$ 183,755	\$ 94,095

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #11 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #11 Fund (Near Downtown District)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

**Description:** The area within TID #11 is characterized by a large area of undeveloped property on the fringe of the City that is bound by low density residential development on three sides and a commercial corridor along its remaining border. The site has been planned for and is expected to be developed as a multi-family home development. The basic development objectives of this plan are the following: project and site improvements, traffic improvements, public-private partnerships to achieve high value development, land assembly, the preservation of open space and maximization of public infrastructure, and the opportunity to offer a superior quality of life.

**Created:** 01/01/2015  
**Amendment #1:** n/a  
**Max Exp. Date:** 02/01/2033  
**Max Close Date:** 02/01/2038

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #11</u></b>				
Fund Balance (Deficit), January 1	\$ 47,187	\$ 105,485	\$ 105,485	\$ 130,250
<b><u>Revenues</u></b>				
Property Tax Increment	339,254	284,096	292,320	523,950
Computer Exemption/PP Tax Aid	-	-	-	-
Interest Income	22,625	20,000	39,430	30,000
Total Revenues	361,879	304,096	331,750	553,950
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	1,750	1,750	1,750	1,750
Debt Service - Transfer to Debt Service Fund Interest	29,896	35,944	35,945	36,430
Administration - Transfer to General Fund	44,250	46,780	46,780	49,120
Developer Increment Reimbursement	227,231	305,000	221,610	237,120
Miscellaneous	14,956	900	900	1,500
Total Expenditures	318,083	390,374	306,985	325,920
Excess Revenues Over (Under) Expenditures	43,796	(86,278)	24,765	228,030
<b><u>Other Financing Sources (Uses)</u></b>				
Premium on Debt	14,502	5,000	-	750
Total Other Financing Sources (Uses)	14,502	5,000	-	750
<b>Net Change in Fund Balance</b>	<b>58,298</b>	<b>(81,278)</b>	<b>24,765</b>	<b>228,780</b>
Fund Balance (Deficit), December 31	\$ 105,485	\$ 24,207	\$ 130,250	\$ 359,030
Cash Advance from Debt Service Levy (2012-24)	-	-	-	-
Cash Advance from Debt Service Levy (2025)	-	-	-	-
Net Cash Surplus (Deficit)	\$ 105,485	\$ 24,207	\$ 130,250	\$ 359,030

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #12 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #12 Fund (Bridgewood Redevelopment)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF / TID) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

<b>Description:</b> Tax Incremental District #12 is on overlay district characterized as a former golf course property in the interior of the City that is bound by low density residential development to the north and west, commercial development to the south and near its northern edge, and multifamily development to the east. The street network in the immediate area is in need of upgrading to improve access, traffic flow and safety. Pedestrian improvements are also warranted as is the installation of municipal infrastructure. The District consists of almost 69.33 acres of land currently zoned for mixed use development and is anticipated to redevelop primarily with a large multifamily redevelopment	<b>Created:</b>	01/01/2022
	<b>Amendment #1:</b>	n/a
	<b>Max Exp. Date:</b>	08/03/2027
	<b>Max Close Date:</b>	08/03/2042

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #12</u></b>				
Fund Balance (Deficit), January 1	\$ (44,480)	\$ (2,092)	\$ (2,092)	\$ 9,798
<b><u>Revenues</u></b>				
Property Tax Increment	-	10,201	10,500	39,030
Computer Exemption/PP Tax Aid	-	-	-	16,080
Interest Income	26,983	30,000	11,470	15,000
Total Revenues	26,983	40,201	21,970	70,110
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	-	-	-	-
Debt Service - Transfer to Debt Service Fund Interest	-	37,800	37,800	38,340
Administration - Transfer to General Fund	44,520	46,780	46,780	49,120
Developer Increment Reimbursement	-	-	-	-
Miscellaneous	29,675	5,000	500	1,000
Total Expenditures	74,195	89,580	85,080	88,460
Excess Revenues Over (Under) Expenditures	(47,212)	(49,379)	(63,110)	(18,350)
<b><u>Other Financing Sources (Uses)</u></b>				
Premium on Debt	89,600	100,000	75,000	5,000
Total Other Financing Sources (Uses)	89,600	100,000	75,000	5,000
<b>Net Change in Fund Balance</b>	<b>42,388</b>	<b>50,621</b>	<b>11,890</b>	<b>(13,350)</b>
Fund Balance (Deficit), December 31	\$ (2,092)	\$ 48,529	\$ 9,798	\$ (3,552)
Cash Advance from Debt Service Levy (2012-24)	-	-	-	-
Cash Advance from Debt Service Levy (2025)	-	-	-	3,560
Net Cash Surplus (Deficit)	\$ (2,092)	\$ 48,529	\$ 9,798	\$ 8

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #13 Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky K. Rasmussen / Chris Haese

**TIF #13 Fund (Industrial Park Expansion Area)**  
**2025 Operating Budget**

The Tax Incremental Financing (TIF) District Funds are used to account for the accumulation of resources from the district "incremental" property taxes, land sales and other revenues. The funds are designated to be used for the corresponding program/administrative expenditures of the tax incremental financing districts, including debt service repayments (principal and interest).

**Description:** The Tax Incremental Financing District #13 is planned is an area south of County Road G and east of Dixie Road. The area within the district is currently zoned for industrial uses and the land is suitable for industrial development. The proposed costs include utility and traffic improvements, development assistance, and planning/project support.

**Created:** 01/01/2024  
**Amendment #1:** n/a  
**Max Exp. Date:** 7/18/2038  
**Max Close Date:** 7/18/2043

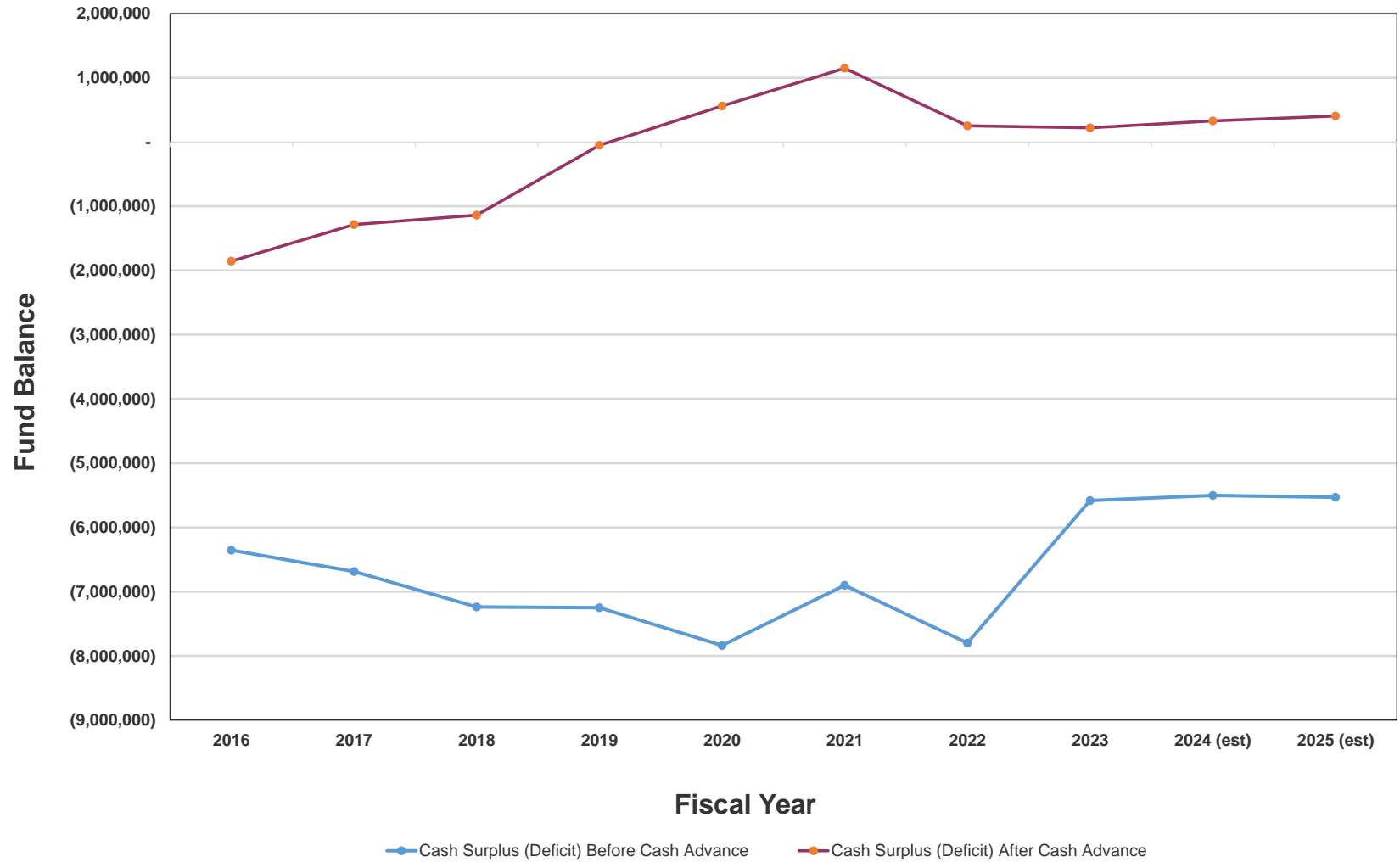
	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #13</u></b>				
Fund Balance (Deficit), January 1	\$ -	\$ -	\$ -	\$ (39,280)
<b><u>Revenues</u></b>				
Property Tax Increment	-	-	-	-
Computer Exemption/PP Tax Aid	-	-	-	-
Interest Income	-	-	7,000	5,000
Total Revenues	-	-	7,000	5,000
<b><u>Expenditures</u></b>				
Debt Service - Transfer to Debt Service Fund Principal	-	-	-	-
Debt Service - Transfer to Debt Service Fund Interest	-	-	-	-
Administration - Transfer to General Fund	-	45,860	46,780	49,120
Developer Increment Reimbursement	-	-	-	-
Miscellaneous	-	-	-	1,500
Total Expenditures	-	45,860	46,780	50,620
Excess Revenues Over (Under) Expenditures	-	(45,860)	(39,780)	(45,620)
<b><u>Other Financing Sources (Uses)</u></b>				
Premium on Debt	-	5,000	500	2,500
Total Other Financing Sources (Uses)	-	5,000	500	2,500
<b>Net Change in Fund Balance</b>	-	<b>(40,860)</b>	<b>(39,280)</b>	<b>(43,120)</b>
Fund Balance (Deficit), December 31	\$ -	\$ (40,860)	\$ (39,280)	\$ (82,400)
Cash Advance from Debt Service Levy (2012-23)	-	-	-	-
Cash Advance from Debt Service Levy (2024)	-	-	-	82,400
Net Cash Surplus (Deficit)	\$ -	\$ (40,860)	\$ (39,280)	\$ -

**CITY OF NEENAH**  
**History of TIF Deficits and Cash Advances**  
**2004-2025**

<b>Ending Calendar Year</b>	<b>Cumulative Cash Surplus (Deficit) Before Cash Advances</b>	<b>Cumulative Total Cash Advance</b>	<b>Cumulative Cash Surplus (Deficit) After Cash Advances</b>	<b>Annual TIF Surplus (Deficit)</b>
2004	(1,842,263)	-	(1,842,263)	6,463
2005	(2,283,454)	-	(2,283,454)	(441,191)
2006	(4,409,186)	-	(4,409,186)	(2,125,732)
2007	(5,398,359)	-	(5,398,359)	(989,173)
2008	(5,621,273)	-	(5,621,273)	(222,914)
2009	(3,251,406)	-	(3,251,406)	2,369,867
2010	(5,942,971)	-	(5,942,971)	(2,691,565)
2011	(7,432,458)	-	(7,432,458)	(1,489,487)
2012	(7,826,911)	900,000	(6,926,911)	(394,453)
2013	(6,389,173)	1,800,000	(4,589,173)	1,437,738
2014	(6,310,531)	2,700,000	(3,610,531)	78,642
2015	(6,296,940)	3,600,000	(2,696,940)	13,591
2016	(6,355,929)	4,500,000	(1,855,929)	(58,989)
2017	(6,685,730)	5,400,000	(1,285,730)	(329,801)
2018	(7,237,720)	6,100,000	(1,137,720)	(551,990)
2019	(7,251,009)	7,200,000	(51,009)	(13,289)
2020	(7,837,988)	8,400,000	562,012	(586,979)
2021	(6,901,411)	8,050,000	1,148,589	936,577
2022	(7,798,458)	8,050,000	251,542	(897,047)
2023	(5,582,726)	5,804,670	221,944	2,215,732
2024 (est)	(5,503,041)	5,831,680	328,639	79,685
2025 (est)	(5,530,240)	5,934,260	404,020	(27,199)



**CITY OF NEENAH**  
**History of TIF Deficits**  
**Fiscal Year 2016 - 2025**



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Community Develop. Block Grant Program
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Chris Haese

Community Development Block Grant Program  
2025 Operating Budget

The City of Neenah has been a recipient of Community Development Block Grant funds from the U.S. Department of Housing and Urban Development (H.U.D.) since 1984, and receives a formula-based grant annually.

The primary objective of the Community Development Block Grant program is to make the community a better place in which to live and work, especially for low and moderate income persons.

Annually, the City establishes a program of activities to be undertaken with these funds. The adoption of the program by the Common Council follows a series of opportunities for citizen participation in the formulation of the activities to be funded. The Community Development Block Grant has a program year starting date of June 1. Working within the regulations prescribed by H.U.D., the annual program is established within which at least 70% of the direct activity expenditures benefit low and moderate income persons. Remaining activity expenditures support redevelopment and blight elimination activities. In addition, funds are designated to support the City's administrative costs in carrying out the program.

In 2024 the program provided funds to support community services for low and moderate income households, improve deteriorated conditions, upgrade neighborhoods, and support planning and program administration.

In establishing the 2025 program, the City will seek citizen input as it develops activities. Approximately 70% or more of the program will continue to benefit low and moderate income persons. These activities can include a broad range of community improvements, housing and public service programs, and job creation opportunities.

Requests for 2025 funds will be reviewed by the Community Development Department and Mayor. Recommendations will then be submitted to the Common Council for approval early in 2025.

	Prior Year Grants		2024 Grant		2025
	Allocation	2024 Exp.	Allocation	2024 Exp.	Budget
Grant Funds Available	<u>\$468,810</u>	<u>\$468,810</u>	<u>\$202,258</u>	<u>\$202,258</u>	<u>\$200,000</u>

**ALLOCATIONS**

**Direct**

Low/Moderate Income Households	\$161,679	\$46,719	\$105,258	\$50,000	\$100,000
Redevelopment & Blight Elimination	256,241	134,145	55,000	20,000	45,000
Community Planning & Projects	11,550	11,550	12,000	6,000	15,000

**Transfers**

Administration	<u>39,340</u>	<u>17,551</u>	<u>30,000</u>	<u>15,000</u>	<u>40,000</u>
Totals	<u>\$468,810</u>	<u>\$209,965</u>	<u>\$202,258</u>	<u>\$91,000</u>	<u>\$200,000</u>
Grant Balances		<u>\$258,845</u>		<u>\$111,258</u>	

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Housing Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Chris Haese

Housing Fund  
2025 Operating Budget

The Housing Fund was established on June 30, 1983, by the Common Council for the purpose of providing for full housing-related community improvements. In establishing the fund, the Council chose to earmark all revenues from past and current housing improvement programs to be used to support the continuation of these types of activities. The program to be funded in 2025 is:

**HOMEOWNER REHABILITATION PROGRAM:** This program encourages lower income homeowners to improve properties, and thus enhance housing quality and tax base. Non-elderly households receive either deferred repay or installment mortgage loans, depending on ability to pay. Elderly households receive grants (maximum \$3,600).

**2024 Accomplishments:**

Initiated and completed 5 owner-occupied rehabilitation projects.

**2025 Goals/Plans:**

**OWNER REHABILITATION PROGRAM:** Provide funding assistance to 10 homeowners.

**HOMEBUYERS ASSISTANCE PROGRAM:**

Provide funding assistance to 2 first-time homebuyers with down payment/closing cost assistance and housing rehabilitation.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Proposed</u>
Fund Balance, January 1	(\$12,787)	(\$48,865)	(\$48,865)	(\$65,865)
<b><u>REVENUES</u></b>				
Loan Repayments	\$26,700	\$45,000	\$20,000	\$30,000
Community Dev. Block Grant	20,711	35,000	25,000	100,000
Interest and Miscellaneous	1,209	2,000	500	1,000
Total Revenue	<u>\$48,620</u>	<u>\$82,000</u>	<u>\$45,500</u>	<u>\$131,000</u>
<b><u>EXPENDITURES</u></b>				
Schools, Seminars, Training	\$0	\$0	\$0	\$0
Auto Allowance	0	150	0	150
Postage	0	300	0	300
Outside Services	6,797	2,500	2,500	2,500
Office Supplies	0	350	0	350
Printing	0	250	0	250
Misc Expenditures	0	200	0	200
Grants/Loans Issued	42,901	25,000	25,000	25,000
Transfer to General Fund	35,000	35,000	35,000	35,000
Total Expenditures	<u>\$84,698</u>	<u>\$63,750</u>	<u>\$62,500</u>	<u>\$63,750</u>
Excess Revenues Over (Under) Expenditures	(\$36,078)	\$18,250	(\$17,000)	\$67,250
Fund Balance, December 31	<u>(\$48,865)</u>	<u>(\$30,615)</u>	<u>(\$65,865)</u>	<u>\$1,385</u>
Loans Outstanding as of 12/31/2023: 85	<u>\$498,834</u>			

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Community Development	<b>Budget:</b> Economic Development
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Chris Haese

Small Business Loan Program  
2025 Operating Budget

The Small Business Loan Program was established in June 1988 by the Common Council for the purpose of providing low cost, fixed rate financing to small growing companies that creating new jobs in Neenah. In establishing the program, which was capitalized with Community Development Block Grant (CDBG) funds, the Council chose to earmark all future revenues from this capitalization of \$250,000 to be used as a revolving loan fund to support the continuation of this economic development effort. In 1992, an additional \$100,000 of Community Development Block Grant funds were appropriated for further capitalization of the loan fund. Future loans will be issued from the loan repayment proceeds received from prior loans issued and any CDBG funds allocated from annual grant awards.

Under this program, borrowers may obtain loans to finance a portion of the cost of fixed asset projects. Funds issued by the City of Neenah are in the form of a companion loan to conventional financing from a private sector lender. To date, 22 loans have been approved for assistance.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Proposed</u>
Fund Balance, January 1	<u>\$12,787</u>	<u>\$12,787</u>	<u>\$12,787</u>	<u>\$12,787</u>
<b><u>REVENUES</u></b>				
Loan Repayments	\$0	\$500	\$0	\$500
Interest and Miscellaneous	<u>0</u>	<u>100</u>	<u>0</u>	<u>100</u>
Total Revenue	<u>\$0</u>	<u>\$600</u>	<u>\$0</u>	<u>\$600</u>
<b><u>EXPENDITURES</u></b>				
Postage	\$0	\$50	\$0	\$50
Outside Services	0	200	0	200
Misc. Expenditures	0	200	0	200
Grants/Loans Issued	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
Total Expenditures	<u>\$0</u>	<u>\$5,450</u>	<u>\$0</u>	<u>\$5,450</u>
Excess Revenues Over (Under) Expenditures	\$0	(\$4,850)	\$0	(\$4,850)
Fund Balance, December 31	<u>\$12,787</u>	<u>\$7,937</u>	<u>\$12,787</u>	<u>\$7,937</u>
Loans Outstanding as of 12/31/2023: 0	<u>\$0</u>			

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Industrial Development Fund
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Chris Haese

Industrial Development Fund  
2025 Operating Budget

The Industrial Development Fund is used to account for the accumulation of resources received from the Winnebago County Industrial Development Board. The funding allocations for the current year are calculated on a per capita basis using the population from January 1 of the previous year.

The funds are designated to be used for the improvement of industrial businesses and the recruitment of additional industrial developments within the City. The residents of the City of Neenah and the adjacent towns benefit by having industrial companies expand and relocate in the area.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Proposed</u>
Fund Balance (Deficit), January 1	<u>\$87,326</u>	<u>\$99,768</u>	<u>\$99,768</u>	<u>\$112,176</u>
<b><u>REVENUES</u></b>				
Per Capita Funding Allocation	<u>\$24,953</u>	<u>\$24,960</u>	<u>\$27,408</u>	<u>\$27,408</u>
Total Revenue	<u>\$24,953</u>	<u>\$24,960</u>	<u>\$27,408</u>	<u>\$27,408</u>
<b><u>EXPENDITURES</u></b>				
Recruitment/Retention	<u>\$12,511</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$15,000</u>
Transfer to General Fund	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$10,000</u>
Total Expenditures	<u>\$12,511</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$25,000</u>
Excess Revenues Over (Under) Expenditures	<u>\$12,442</u>	<u>\$9,960</u>	<u>\$12,408</u>	<u>\$2,408</u>
Fund Balance (Deficit), December 31	<u>\$99,768</u>	<u>\$109,728</u>	<u>\$112,176</u>	<u>\$114,584</u>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Recycling Fund
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Gerry Kaiser

Recycling Fund  
2025 Operating Budget

The Recycling Fund was set up to segregate recycling revenue and expenditures from the General Fund. According to 1992 guidelines from the Department of Natural Resources and Department of Revenue, the City is the "responsible unit of government" and is mandated to keep full accounting, reporting and restructured budgetary procedures for City-wide recycling programs. This separate fund accounting began in 1993.

**Goals/Responsibilities/Activities**

Administer City-wide program for handling various types of recyclables in a cost effective manner with a view toward conserving resources and reducing volume of landfilled materials.

Funding: Expenditures are partially reimbursed by the State Recycling Grant, which has been applied for on an annual basis. Because of limited State funding resulting in annual decreases in State recycling grants, depressed recycling markets and increasing costs, a tax levy was required since 1995 to subsidize the fund. Funding for recycling grants with a surcharge on businesses expired at the end of 2001. Funding methods and policies remain the same, but funding of the grant program is now achieved through a tipping fee on all waste dumped in Wisconsin landfills. Unfortunately the State does not return the full tipping fee back to the responsible units in the form of recycling grants.

To offset at least a portion of the shortfall, a Recycling Special Charge was added to the tax bill starting in fiscal year 2012 for any property that received curbside recycling collection. In 2012, 2013, 2014, and 2015, this fee offset a portion of the shortfall with the remainder of the shortfall covered through Recycling Fund reserves or tax levy. Since 2016, the fee offset the entire shortfall. The charge history is listed below.

2012 - \$22	2013 - \$30	2014 - \$30	2015 - \$32	2016 - \$37
2017 - \$37	2018 - \$36	2019 - \$40	2020 - \$37	2021 - \$40
2022 - \$37	2023 - \$37	2024 - \$42		

Yard Waste: Includes weekly collections in spring, monthly collections (including brush) in summer and fall and the collection of leaves in fall. No grass clippings are included in collections. The weekly Spring yard waste collection is five weeks. Leaf collection is very time consuming and labor intensive. In Fall, leaf collection is done with four scheduled collections along with additional cleanup collection, as needed, depending on weather. We continue trying to meet the established, published calendar schedule by matching manpower to leaves. Homeowners tend to rake the leaves to the curb in a more timely manner if they know the leaf collection schedule. Leaf collection is fully funded by the Storm Water Utility.

Equipment: For yard waste collection, the City uses rear-loading trucks with a two person crew to collect bundled or containerized yard waste. Three chippers are available for brush chipping and are paired with a 7-CY truck and operated with a two person crew. A front-end loader equipped with a claw attachment and paired with a dump truck are used to collect large volumes of yard waste. For leaf collection, the City uses six 14-CY trucks with front-mounted vacuum units and a two person crew. If necessary, we can also use a pull-behind vacuum unit with either a 7-CY or 14-CY truck or a leaf picker/trailer unit pulled by a 5-CY truck.

Drop-Off Center: The Tullar Garage Drop-Off Center was created in 2005 to provide residents with an alternative to curbside collection of recyclables, large items and yard waste. The use of the drop-off expanded to the point where part-time attendants were necessary to assist with daily oversight. The drop-off site is open from March through December, Monday through Friday from 7:00 to 5:00 p.m. It is also open on Saturday from 8:30 a.m. to Noon from May through mid-November. It is closed in January and February except for recyclables. Materials accepted at the drop-off site include yard waste, brush, recyclables, large items, metal and wood. Concrete and dirt are also accepted in limited quantities. In 2020 a card system was implemented to reduce abuse of the site by non-residents. This card system has continued since then. Drop-off site costs related to recyclables, yard waste, brush, metal, concrete and dirt are included in the Recycling Fund budget. Drop-off costs related to large item and wood are included in the Refuse Collection budget.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Recycling Fund
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Gerry Kaiser

**2024 Accomplishments**

- Continued recycling program despite reduction to State Recycling Grant by implementing a Recycling Special Charge to residential customers.
- Maintained Tullar Road drop-off center for City residents, March through December.
- Staffed the drop-off center from March through December.
- Continued to require a card to access the drop-off center to reduce abuse. Increased charges for additional cards and limited additional cards to 2 per household.

**2025 Goals/Plans**

- Continue to staff drop-off center to reduce non-resident materials.
- Continue to close drop-off center in January and February to reduce costs.
- Fund recycling program costs in excess of State Recycling Grant with "Special Charge" on tax bill, rather than use City reserves or tax levy.

**Major Increases (Decreases) in 2025 Adopted Budget:**

- Assumed single stream recyclable tipping fees to be \$7.50 per ton, an increase of \$2.50 per ton.
- Assumed yard waste tipping fees remain at \$32 per ton.
- Assumed revenue from the State Recycling grant to be \$200,000.
- Assumed revenue from commodity sales to be \$0. Revenue from these sales has been sporadic.
- Assumed 9,133 properties serviced comprising 9,220 charged units.
- Assumed a residential recycling special charge of \$47.00 per unit.

	2023 Actual	2024 Budget	2024 Estimate	2025 Request	2025 Proposed
Fund Balance, January 1	\$337,840	\$279,976	\$279,976	\$251,626	\$251,626
<b><u>REVENUES</u></b>					
Program Revenue	\$21,174	\$20,000	\$20,000	\$20,000	\$20,000
Grants	202,521	200,000	202,780	200,000	200,000
County Reimbursement	9,681	10,000	0	0	0
Punch Cards/Bulky Items	510	0	150	150	150
Additional Cart Fee	1,632	1,800	2,500	2,500	2,500
Transfer from Public Infrastructure	0	0	0	20,000	20,000
Total Revenue	\$235,518	\$231,800	\$225,430	\$242,650	\$242,650
<b><u>EXPENDITURES</u></b>					
Curbside Collection	\$291,086	\$276,820	\$277,280	\$308,010	\$291,180
Drop Off Site Collection	102,813	121,190	125,950	144,390	144,390
Adm. & Public Information	9,164	9,040	8,940	9,440	9,440
Yard Waste	229,019	213,960	228,060	228,250	217,500
Transfer to General Fund	0	0	0	35,000	35,000
Total Expenditures	\$632,082	\$621,010	\$640,230	\$725,090	\$697,510
Excess Revenues Over (Under) Exp.	(\$396,564)	(\$389,210)	(\$414,800)	(\$482,440)	(\$454,860)
Residential Special Charge	\$338,700	\$385,640	\$386,450	\$433,340	\$433,340
Surplus (Deficit) after Special Charge	(\$57,864)	(\$3,570)	(\$28,350)	(\$49,100)	(\$21,520)
Fund Balance, December 31	\$279,976	\$276,406	\$251,626	\$202,526	\$230,106

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>RECYCLING PROGRAM</b>								
<b><u>CURBSIDE COLLECTION (081-6901-935)</u></b>								
0102	Full Time Hourly Wages	119,129	108,890	94,442	111,000	124,500	114,500	
0104	Overtime Wages	5,127	2,300	1,485	2,300	2,300	2,300	
0110	Health Insurance	38,863	35,650	32,224	35,650	45,300	40,630	
0111	Fringes	24,949	22,420	19,342	22,850	26,090	23,930	
0115	Schools/Seminars/Training	0	200	0	200	200	200	
0202	Outside Printing	0	300	0	0	300	300	
0205	Debit Card Charges	202	180	188	190	180	180	
0216	Maint of Operating Equip	0	50	0	50	50	50	
0224	Water & Sewer	2,388	2,800	2,018	2,800	3,000	3,000	
0236	Outside Services	2,525	3,000	1,315	2,500	2,500	2,500	
0243	Tipping Fees	9,537	12,000	6,303	10,000	15,000	15,000	
0245	License Fees	237	200	0	240	250	250	
0293	Maint of Motor Veh/Fleet	39,104	36,300	36,111	40,000	39,740	39,740	
0294	Oil and Fluids/Fleet	2,516	1,320	1,400	1,400	0	0	
0296	Maint of Oper Eq/Fleet	327	610	0	500	0	0	
0310	Gasoline & Oil	26,529	31,000	18,270	28,000	29,000	29,000	
0313	Motor Vehicles Maint. Sup	0	100	0	100	100	100	
0319	Safety Supplies	300	300	0	300	300	300	
0333	All Other Supplies	0	200	68	200	200	200	
0339	Tires & Tire Maintenance	19,353	19,000	8,140	19,000	19,000	19,000	
	<b>CURBSIDE COLLECTION</b>	<b>291,086</b>	<b>276,820</b>	<b>221,306</b>	<b>277,280</b>	<b>308,010</b>	<b>291,180</b>	<b>14,360</b>
<b><u>WASTE OIL / DROP-OFF SITE (081-6902-935)</u></b>								
0101	Salaries	2,000	2,000	1,500	2,000	2,000	2,000	
0102	Full Time Hourly Wages	18,162	19,320	17,621	20,000	19,000	19,000	
0103	Temporary Wages	23,962	25,850	17,282	25,850	26,500	26,500	
0104	Overtime Wages	416	200	0	200	200	200	
0110	Health Insurance	13,931	14,700	12,228	14,700	15,900	15,900	
0111	Fringes	8,759	9,150	7,032	9,280	9,360	9,360	
0124	Meal Allowance	8	0	0	0	0	0	
0236	Outside Services	900	10,000	960	10,000	40,000	40,000	
0249	Dumpster Pulls	19,115	21,600	15,960	24,000	25,000	25,000	
0252	Rental of Equipment	10,000	12,000	15,000	15,000	500	500	
0293	Maint of Motor Veh/Fleet	4,899	4,950	3,754	4,000	5,230	5,230	
0294	Oil and Fluids/Fleet	104	110	0	110	0	0	
0296	Maint of Oper Eq/Fleet	0	110	0	110	0	0	
0310	Gasoline & Oil	557	1,000	142	500	500	500	
0333	All Other Supplies	0	200	150	200	200	200	
	<b>WASTE OIL / DROP-OFF SITE</b>	<b>102,813</b>	<b>121,190</b>	<b>91,629</b>	<b>125,950</b>	<b>144,390</b>	<b>144,390</b>	<b>23,200</b>



**CITY OF NEENAH  
OPERATING BUDGET  
\*\*\* RECYCLING EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>PUBLIC INFORMATION (081-6905-935)</u></b>								
0115	Schools/Seminars/Training	0	100	0	0	100	100	
0202	Outside Printing	6,894	6,000	1,689	6,000	6,200	6,200	
0203	Postage	2,270	2,500	2,496	2,500	2,700	2,700	
0206	Advertising & Publication	0	50	0	50	50	50	
0207	Dues & Memberships	0	100	0	100	100	100	
0236	Outside Services	0	30	0	30	30	30	
0238	Professional Services	0	100	0	100	100	100	
0301	Office Supplies	0	50	0	50	50	50	
0302	Inhouse Printing	0	10	0	10	10	10	
0333	All Other Supplies	0	100	0	100	100	100	
	<b>PUBLIC INFORMATION</b>	<b>9,164</b>	<b>9,040</b>	<b>4,185</b>	<b>8,940</b>	<b>9,440</b>	<b>9,440</b>	<b>400</b>
<b><u>YARD WASTE (081-6907-935)</u></b>								
0102	Full Time Hourly Wages	106,145	86,400	74,493	95,000	90,000	85,000	
0104	Overtime Wages	857	400	852	860	400	400	
0110	Health Insurance	33,467	27,860	25,310	27,860	32,030	27,360	
0111	Fringes	21,479	17,510	15,199	19,240	18,580	17,500	
0124	Meal Allowance	24	10	0	10	10	10	
0236	Outside Services	0	1,000	472	1,000	1,000	1,000	
0243	Tipping Fees	14,121	17,000	9,156	17,000	17,000	17,000	
0252	Rental of Equipment	6,225	3,000	8,010	8,010	8,000	8,000	
0293	Maint of Motor Veh/Fleet	25,766	27,500	23,326	27,500	40,180	40,180	
0294	Oil and Fluids/Fleet	910	830	714	830	0	0	
0296	Maint of Oper Eq/Fleet	4,675	13,200	4,367	10,000	0	0	
0310	Gasoline & Oil	13,496	15,000	12,790	15,000	15,300	15,300	
0313	Motor Vehicles Maint. Sup	0	150	10	150	150	150	
0316	Equipment Maint. Supplies	0	150	0	150	150	150	
0319	Safety Supplies	150	150	112	150	150	150	
0320	Small Tools	0	100	0	100	100	100	
0333	All Other Supplies	0	200	0	200	200	200	
0339	Tires & Tire Maintenance	1,704	3,500	4,175	5,000	5,000	5,000	
	<b>YARD WASTE</b>	<b>229,019</b>	<b>213,960</b>	<b>178,986</b>	<b>228,060</b>	<b>228,250</b>	<b>217,500</b>	<b>3,540</b>
<b><u>TRANSFER TO GENERAL FUND (081-9910-935)</u></b>								
9999	Transfer to General Fund	0	0	0	0	35,000	35,000	
	<b>TRANSFER TO GENERAL FUND</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>
<b>RECYCLING PROGRAM</b>		<b>632,082</b>	<b>621,010</b>	<b>496,106</b>	<b>640,230</b>	<b>725,090</b>	<b>697,510</b>	<b>76,500</b>
Percent Budget Change								<b>12.32%</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Public Health	<b>Budget:</b> Health Grants
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Andy Kahl

Health Grants Program  
2025 Consolidated Contract Grants Budget

In late 2010, the City joined the cities of Oshkosh and Menasha and Winnebago County to study the viability of consolidating health department services. Upon completion of the study, the Cities of Neenah and Oshkosh agreed to transfer responsibility for health and sanitation services to Winnebago County effective July 1, 2012.

Each year leading up to transfer of service to Winnebago County, local health departments statewide received Consolidated Contract grants funds from the Department of Health and Family Services (DHFS). Upon transfer of the service, all remaining grant funds, with the exception of Preparedness CDC, were transferred to Winnebago County. As for the Preparedness CDC funds, the City retains those funds and is allowed to use them for any costs associated with making the community more prepared for natural or man-made disasters.

	<u>2023 Actual</u>	<u>2024 Y-T- D</u>	<u>2025 Budget</u>
Fund Balance, January 1	<u>\$58,859</u>	<u>\$58,859</u>	<u>\$58,859</u>
<b><u>EXPENDITURES</u></b>			
Transfer to General Fund	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Fund Balance, December 31	<u>\$58,859</u>	<u>\$58,859</u>	<u>\$58,859</u>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Miscellaneous
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Andy Kahl

**Park and Recreation Fund  
2025 Operating Budget**

To account for monies received from private donations and requests to finance specific Park and Recreation related activities and the corresponding expenditures.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$403,808	\$425,521	\$425,521	\$433,021
<b><u>Revenues</u></b>				
Contributions, Interest, & Misc.	\$76,400	\$50,000	\$55,000	\$50,000
<b><u>Expenditures</u></b>	\$54,687	\$40,000	\$47,500	\$40,000
Excess Revenues Over (Under) Expenditures	\$21,713	\$10,000	\$7,500	\$10,000
Fund Balance (Deficit), December 31	\$425,521	\$435,521	\$433,021	\$443,021

**Dial-A-Ride Fund  
2025 Operating Budget**

To account for the receipts and disbursements of the Neenah-Menasha Dial-A-Ride Transportation program for the elderly.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$190,431	\$230,192	\$230,192	\$263,292
<b><u>Revenues</u></b>				
Intergovernmental	\$42,000	\$42,000	\$42,000	\$42,000
Contribution/Interest	13,073	11,600	9,600	9,700
Total Revenues	\$55,073	\$53,600	\$51,600	\$51,700
<b><u>Expenditures</u></b>	\$15,312	\$65,600	\$18,500	\$51,800
Excess Revenues Over (Under) Expenditures	\$39,761	(\$12,000)	\$33,100	(\$100)
Fund Balance (Deficit), December 31	\$230,192	\$218,192	\$263,292	\$263,192

**Civic and Social Fund  
2025 Operating Budget**

To account for monies provided by private donors to finance specific civic improvement and social activities and the corresponding expenditures.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$198,685	\$238,506	\$238,506	\$258,506
<b><u>Revenues</u></b>				
Contributions, Interest & Misc.	\$65,921	\$50,000	\$47,500	\$50,000
Sales (Compost and City Wear)	\$9,308	\$12,000	\$10,500	\$10,500
Total Revenue	\$75,229	\$62,000	\$58,000	\$60,500
<b><u>Expenditures</u></b>	\$35,408	\$40,000	\$38,000	\$40,000
Excess Revenues Over (Under) Expenditures	\$39,821	\$22,000	\$20,000	\$20,500
Fund Balance (Deficit), December 31	\$238,506	\$260,506	\$258,506	\$279,006

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Miscellaneous
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Andy Kahl

**Library Fund  
2025 Operating Budget**

To account for monies provided by private donors to finance specific Library improvements and services and the corresponding expenditures.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$1,637,896	\$1,861,204	\$1,861,204	\$2,086,204
<b><u>Revenues</u></b>				
Contribution	\$59,709	\$50,000	\$50,000	\$50,000
Interest & Market Adj.	278,092	50,000	275,000	50,000
Total Revenue	\$337,801	\$100,000	\$325,000	\$100,000
<b><u>Expenditures</u></b>	\$114,493	\$50,000	\$100,000	\$60,000
Excess Revenues Over (Under) Expenditures	\$223,308	\$50,000	\$225,000	\$40,000
Fund Balance (Deficit), December 31	\$1,861,204	\$1,911,204	\$2,086,204	\$2,126,204

**Public Safety Trust  
2025 Operating Budget**

To account for monies provided by private donors to finance specific public safety equipment and services and the corresponding expenditures.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$183,471	\$190,704	\$190,704	\$194,704
<b><u>Revenues</u></b>				
Contribution, Interest & Misc.	\$17,232	\$31,000	\$10,000	\$15,000
Total Revenue	\$17,232	\$31,000	\$10,000	\$15,000
<b><u>Expenditures</u></b>	\$9,999	\$20,000	\$6,000	\$10,000
Excess Revenues Over (Under) Expenditures	\$7,233	\$11,000	\$4,000	\$5,000
Fund Balance (Deficit), December 31	\$190,704	\$201,704	\$194,704	\$199,704

**Developer Land Sales Fund  
2025 Operating Budget**

In 2020 the City of Neenah purchased land along County Road G for the purpose of future residential development. A developer has agreed with the City to repurchase and develop the land in phases over ten years. This fund is used to receipt sales to the developer, and the unrestricted funds can be transferred for other uses as necessary.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$180,942	\$425,610	\$425,610	\$1,851,965
<b><u>Revenues</u></b>				
Land Sales	241,482	100,000	1,444,244	100,000
Farming Lease	5,432	5,000	0	0
Total Revenue	\$246,914	\$105,000	\$1,444,244	\$100,000
<b><u>Expenditures</u></b>				
Closing Costs	\$2,246	\$1,500	\$17,889	\$1,500
Transfer to General Fund	\$0	\$0	\$0	\$300,000
Total Expenditures	\$2,246	\$1,500	\$17,889	\$301,500
Excess Revenues Over (Under) Expenditures	\$244,668	\$103,500	\$1,426,355	(\$201,500)
Fund Balance (Deficit), December 31	\$425,610	\$529,110	\$1,851,965	\$1,650,465

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Miscellaneous
<b>Program:</b>	<b>Submitted by:</b>
Special Revenue Funds	Andy Kahl

**Alliant Energy PILOT Fund**  
**2025 Operating Budget**

In 2020 the Alliant Energy facility on County Road CB attached to the City of Neenah via an ammendment to the City's border agreement with the Town of Neenah. As an energy utility, this facility is required to remit a "payment in lieu of tax" to the State of Wisconsin. By state law, the City of Neenah receives two-thirds of this payment annually. The City has agreed to share half of it's annual payment with the Town of Neenah, and retain the remaining half as unrestricted funds. The receipt of these funds, payment to the Town of Neenah, and any internal transfers are accounted for in this fund.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	<u>\$247,267</u>	<u>\$494,533</u>	<u>\$494,533</u>	<u>\$741,643</u>
<b>Revenues</b>				
Utility Aids	494,533	494,380	494,380	494,380
Total Revenue	<u>\$494,533</u>	<u>\$494,380</u>	<u>\$494,380</u>	<u>\$494,380</u>
<b>Expenditures</b>				
Town of Neenah Payment	\$247,267	\$247,190	\$247,270	\$247,270
Transfer to General Fund	0	0	0	300,000
Total Expenditures	<u>\$247,267</u>	<u>\$247,190</u>	<u>\$247,270</u>	<u>\$547,270</u>
Excess Revenues Over (Under) Expenditures	\$247,266	\$247,190	\$247,110	(\$52,890)
Fund Balance (Deficit), December 31	<u>\$494,533</u>	<u>\$741,723</u>	<u>\$741,643</u>	<u>\$688,753</u>

**Neighborhood Investment Fund Grant (Valley VNA)**  
**2025 Operating Budget**

In 2022 the City of Neenah, on behalf of Valley VNA, became the recipient of a \$4.3 million grant from the State of Wisconsin through the Neighborhood Investment Fund, created with federal money from the ARPA legislation. The City of Neenah receives the funds and passes them along to Valley VNA as work progresses on an expansion project.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	<u>\$626,459</u>	<u>\$504,833</u>	<u>\$504,833</u>	<u>\$0</u>
<b>Revenues</b>				
Grant Funds	2,531,314	519,499	607,524	0
Total Revenue	<u>\$2,531,314</u>	<u>\$519,499</u>	<u>\$607,524</u>	<u>\$0</u>
<b>Expenditures</b>				
Transfer to Valley VNA	2,649,555	519,499	1,110,000	0
Transfer to General Fund	3,385	0	2,357	0
Total Expenditures	<u>\$2,652,940</u>	<u>\$519,499</u>	<u>\$1,112,357</u>	<u>\$0</u>
Excess Revenues Over (Under) Expenditures	(\$121,626)	\$0	(\$504,833)	\$0
Fund Balance (Deficit), December 31	<u>\$504,833</u>	<u>\$504,833</u>	<u>\$0</u>	<u>\$0</u>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Miscellaneous
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Andy Kahl

**Excess TIF Increment Fund**

**2025 Operating Budget**

In 2023 the City of Neenah closed two Tax Incremental Financing (TIF) districts: #5 and #6. Districts with excess funds at closure are required to distribute the excess increment collected proportionally between the four taxing entities.

Neenah's portion of the distribution is accounted for in this fund. Funds are unrestricted and can be used generally.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$0	\$462,443	\$462,443	\$462,443
<b><u>Revenues</u></b>				
TIF 5 Excess Increment	\$289,407	\$0	\$0	\$0
TIF 6 Excess Increment	173,036	0	0	0
Total Revenue	\$462,443	\$0	\$0	\$0
<b><u>Expenditures</u></b>				
Transfer to General Fund	0	0	0	100,000
Total Expenditures	\$0	\$0	\$0	\$100,000
Excess Revenues Over (Under) Expenditures	\$462,443	\$0	\$0	(\$100,000)
Fund Balance (Deficit), December 31	\$462,443	\$462,443	\$462,443	\$362,443

**TIF Affordable Housing Fund**

**2025 Operating Budget**

State Law allows municipalities to extend the life of a Tax Incremental Financing (TIF) district by one year once the requirements for closure have been met. If elected, the extra year of increment must be used for housing programs, and the majority of the funds must go towards affordable housing. The City of Neenah elected to extend TIF districts 5 and 6 and the extra year of increment is accounted for here. As uses for the funds are developed the expenditures will appear in this fund.

In 2024, the Community Development Department established the "Houses to Homes" program, providing grants and loans to eligible properties for improvement projects. Costs for the program are accounted for in this fund.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Deficit), January 1	\$0	\$858,492	\$858,492	\$783,992
<b><u>Revenues</u></b>				
TIF 5 Affordable Housing Increment	\$305,412	\$0	\$0	\$0
TIF 6 Affordable Housing Increment	553,080	0	0	0
Houses to Homes Application Fees	0	0	500	500
Total Revenue	\$858,492	\$0	\$500	\$500
<b><u>Expenditures</u></b>				
Houses to Homes Grants/Loans	0	200,000	75,000	200,000
Total Expenditures	\$0	\$200,000	\$75,000	\$200,000
Excess Revenues Over (Under) Expenditures	\$858,492	(\$200,000)	(\$74,500)	(\$199,500)
Fund Balance (Deficit), December 31	\$858,492	\$658,492	\$783,992	\$584,492

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Miscellaneous
<b>Program:</b> Special Revenue Funds	<b>Submitted by:</b> Vicky Rasmussen

**American Rescue Plan Act Funds  
2025 Budget**

In early 2021 the American Rescue Plan Act was signed into law. Among other objectives, the law allocated funds to state and local governments to be used in response to the COVID-19 pandemic. As a CDBG entitlement city, Neenah's allocation totals \$5,549,573. Funds can be used for COVID-19 mitigation and response efforts, addressing negative economic impacts of the pandemic, water, sewer, and broadband infrastructure, and replacement of lost public sector revenue. Funds spent via the "lost revenue" allowance can be used for "the provision of government services," and all of the City's funding qualifies for use under this allowance. ARPA funds must be allocated by 12/31/24, and spent by 12/31/26.

<b>Total Allocation</b>	<b>\$ 5,549,573</b>
<b>2021 Budget</b>	
Baker Tilly-Lost Revenue Calculation	(2,679)
	(2,679)
<b>Balance 12/31/21</b>	<b>\$ 5,546,894</b>
<b>2022 Budget</b>	
Public Safety Costs-Transfer to General Fund	(1,300,000)
Kimberly Point Pedestrian Path/Parking Lot	(175,000)
Shattuck Park	(100,000)
N. Park Ave. Sidewalk	(25,000)
Arrowhead Park Fiber	(50,000)
Culture Study/Logo Work	(17,400)
	(1,667,400)
<b>Balance 12/31/22</b>	<b>\$ 3,879,494</b>
<b>2023 Budget</b>	
Public Safety Costs-Transfer to General Fund	(1,378,000)
One-Time Inflation Costs-Transfer to General Fund	(225,000)
Behavioral Health Officer	(97,570)
Accounting and Auditing	(6,500)
Grant Writing Resource	(25,000)
	(1,732,070)
<b>Balance 12/31/23</b>	<b>\$ 2,147,424</b>
<b>2024 Budget</b>	
Behavioral Health Officer	(62,500)
2024 Public Safety Costs-Transfer to General Fund	(1,300,000)
Arrowhead/Waterfront District Design/Construction	(700,000)
Additional 1% Increase in Wages Effective July 1	(32,680)
Wage Scale Implementation Adjustment	(840)
Accounting and Auditing	(6,500)
NMFR Ballistic Gear ( <i>Pending Approval</i> )	(30,560)
	(2,133,080)
<b>Balance 12/31/24 (Est.)</b>	<b>\$ 14,344</b>
<b>2025 and 2026 Budget</b>	
Accounting and Auditing	(14,344)
<b>Ending Balance</b>	<b>\$ -</b>

**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Debt Service Fund
<b>Program:</b>	<b>Submitted by:</b>
Debt Service Fund	Vicky K. Rasmussen

**Debt Service Fund**  
**2025 Budget**

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general obligation borrowing long-term principal, interest and related costs. All of the City-purpose long-term debt is general obligation debt, and thus is secured by the full faith and credit of the City, and consists of installment notes, bonds and other governmental loans.

The City's debt service obligation also includes general obligation debt issued for the benefit of the City's Sanitary and Storm Sewer Funds as well as Tax Incremental Financing Districts #7, #8, #9, #10, #11, #12 and #13. Should any of these entities fail to meet their obligations on this debt, the City is ultimately responsible. In 2012, the City saw a significant reduction in the amount needed to levy for non-TIF debt service. The City began in 2012 to use those levy dollars to provide temporary cash advances to assist in funding debt service payments in TIF districts in which increment in those districts is not sufficient to meet all debt service requirements.

As of December 31, 2024, the City's outstanding General Obligation debt is estimated to total \$86,756,788. This amount represents 52.0% of the City's legal debt limit of \$166,832,270. The City also has Storm Water Revenue Bonds issued in 2009 totaling \$152,002. In addition, the City has Capital Lease obligations totaling \$3,185,000 in Lease Revenue Bonds issued by the City's Community Development Authority in 2004 and 2008, with the 2004 issue refunded in 2013, the 2008 issue partially refunded in 2016 and the 2013 issue partially refunded in 2022.

The 2025 Debt Service tax levy of \$4,000,000 is a \$0 change from 2024 and 2025.

			<u>2025 Budget</u>
Estimated Fund Balance, January 1, 2025			\$9,194,780
<u>Revenues</u>			
Tax Levy	4,000,000		
Transfer from Tax Increment Districts (total T.I.D. debt service)	4,102,140		
Transfer from Sanitary Sewer Utility (capital projects/equip)	1,535,220		
Transfer from Storm Water Utility (capital projects/equip)	1,039,420		
Special Assessments	500,000		
Transportation Assessment Replacement Fee (TARF)	821,480		
Net Premium on Debt Issuance	650,000		
Total Revenues		12,648,260	
<u>Expenditures</u>			
City General Obligation Debt Service:			
Principal	10,412,522		
Interest	2,604,852	13,017,380	
Storm Water Revenue Bonds			
Principal	28,543		
Interest	4,343	32,890	
Capital Leases			
Principal	35,000		
Interest	85,435	120,440	
Total Expenditures		13,170,710	
Excess Revenues Over (Under) Expenditures			(522,450)
* Estimated Fund Balance, December 31, 2025			<u>\$8,672,330</u>

**\*Note:** \$5.934 million of this fund balance is being used as a cash advance to offset ongoing deficits in TIF Districts #8, #9, #12 and #13 Special Revenue Funds, where cumulative TIF increment has not been sufficient to have funded cumulative debt service costs.



**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Debt Service Fund
<b>Program:</b>	<b>Submitted by:</b>
Debt Service Fund	Vicky K. Rasmussen

**2025 Debt Service Payments**

**Promissory Notes/Note Anticipation Notes**

		<b>Principal</b>	<b>Interest</b>	<b>Sub-Total</b>	<b>Total</b>
2015 \$6,250,000	Streets/Facilities/Equip.	\$ 315,000	\$ 3,970	\$ 318,970	
TIC - 1.89%	TID #5	5,000	63	5,063	
	TID #6	5,000	63	5,063	
	TID #7	5,000	63	5,063	
	TID #8	5,000	63	5,063	
	TID #9	20,000	250	20,250	
	Sanitary Sewer Utility	70,000	874	70,874	
	Storm Water Utility	80,000	966	80,966	\$ 511,312
2016 \$6,500,000	Streets/Facilities/Equip.	533,500	16,270	549,770	
TIC - 1.57%	TID #7	10,000	300	10,300	
	TID #8	-	200	200	
	TID #9	45,000	1,350	46,350	
	TID #10	40,000	1,200	41,200	
	Sanitary Sewer Utility	106,500	3,230	109,730	
	Storm Water Utility	60,000	1,900	61,900	819,450
2017 \$5,610,000	Streets/Facilities/Equip.	424,800	19,399	444,199	
TIC - 2.30%	TID #8	5,000	225	5,225	
	TID #9	15,000	675	15,675	
	TID #10	33,250	1,639	34,889	
	TID #11	1,750	86	1,836	
	Sanitary Sewer Utility	105,000	4,725	109,725	
	Storm Water Utility	85,200	4,001	89,201	700,750
2018 \$8,295,000	Streets/Facilities/Equip.	\$ 646,800	\$ 62,773	\$ 709,573	
TIC - 2.57%	TID #8	-	270	270	
	TID #9	-	405	405	
	TID #10	-	24,500	24,500	
	TID #11	-	405	405	
	Sanitary Sewer Utility	70,000	6,708	76,708	
	Storm Water Utility	83,200	7,989	91,189	\$ 903,050
2019 \$8,825,000	Streets/Facilities/Equip.	775,000	93,871	868,871	
TIC - 2.46%	TID #8	-	5,100	5,100	
	TID #9	-	5,925	5,925	
	TID #10	-	15,144	15,144	
	TID #11	-	3,450	3,450	
	Sanitary Sewer Utility	85,000	10,053	95,053	
	Storm Water Utility	15,000	2,072	17,072	1,010,615
2020A \$9,895,000	Streets/Facilities/Equip.	635,000	117,055	752,055	
TIC - 2.67%	TID #8	-	13,135	13,135	
	TID #9	-	520	520	
	TID #10	115,000	20,640	135,640	
	Sanitary Sewer Utility	180,000	33,130	213,130	
	Storm Water Utility	100,000	18,165	118,165	1,232,645

**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Debt Service Fund
<b>Program:</b>	<b>Submitted by:</b>
Debt Service Fund	Vicky K. Rasmussen

**Promissory Notes/Note Anticipation Notes (Cont'd)**

		<b>Principal</b>	<b>Interest</b>	<b>Sub-Total</b>	<b>Total</b>
2020B \$1,865,000	Redevelopment-Non TIF	-	15,253	15,253	
TIC - 1.54%	TID #9	185,000	3,180	188,180	203,433
2021 \$11,750,000	Streets/Facilities/Equip.	660,000	128,450	788,450	
TIC - .937%	TID #7	-	4,400	4,400	
	TID #8	-	150	150	
	TID #9	-	200	200	
	TID #10	-	6,150	6,150	
	TID #11	-	4,400	4,400	
	Sanitary Sewer Utility	165,000	24,850	189,850	
	Storm Water Utility	95,000	17,550	112,550	1,106,150
2022 \$16,230,000	Streets/Facilities/Equip.	-	304,750	304,750	
TIC - 1.74%	TID #7	80,000	18,800	98,800	
	TID #8	-	4,850	4,850	
	TID #9	-	300	300	
	TID #10	-	4,200	4,200	
	TID #11	-	21,450	21,450	
	Sanitary Sewer Utility	135,000	35,000	170,000	
	Storm Water Utility	100,000	25,350	125,350	729,700
2023 \$15,585,000	Streets/Facilities/Equip.	35,000	500,525	535,525	
TIC - 2.9%	TID #8	-	600	600	
	TID #9	-	1,400	1,400	
	TID #10	-	600	600	
	TID #11	-	6,100	6,100	
	TID #12	-	37,800	37,800	
	Sanitary Sewer Utility	190,000	81,950	271,950	
	Storm Water Utility	90,000	38,200	128,200	982,175
2024A \$9,640,000	Streets/Facilities/Equip.	775,000	305,311	1,080,311	
TIC - 3.46%	TID #9	-	1,492	1,492	
	TID #10	-	497	497	
	TID #12	-	35,303	35,303	
	TID #13	-	38,038	38,038	
	Sanitary Sewer Utility	145,000	57,782	202,782	
	Storm Water Utility	130,000	51,942	181,942	1,540,365
2024B \$1,056,000	TID #9	-	448	448	
TIC - 5.00%	TID #11	-	448	448	
	TID #12	-	448	448	
	TID #13	-	51,164	51,164	
<b>Total Promissory Notes</b>		<b>\$7,460,000</b>	<b>\$2,332,153</b>	<b>\$9,792,153</b>	<b>\$9,739,645</b>

**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Debt Service Fund
<b>Program:</b> Debt Service Fund	<b>Submitted by:</b> Vicky K. Rasmussen

**Bonds**

		<b>Principal</b>	<b>Interest</b>	<b>Sub-Total</b>	<b>Total</b>
2012C \$4,410,000	TID #5	\$ 11,517	\$ 319	\$ 11,836	
NIC - 1.789%	TID #6	54,865	760	55,625	
	TID #7	193,708	3,757	197,465	
	TID #8	196,577	4,818	201,395	
	TID #9	33,333	646	33,979	\$ 500,300
2017 \$3,785,000	TID #5	1,590	165	1,755	
TIC - 2.42%	TID #6	3,710	385	4,095	
	TID #7	95,400	9,882	105,282	
	TID #8	429,300	44,468	473,768	584,900
2017 \$1,350,000	TID #10	65,000	33,700	98,700	98,700
TIC - 2.92%					
2019 \$1,450,000	TID #7	155,000	23,025	178,025	178,025
TIC - 2.40%					
2022 \$10,055,000	TID #8	1,690,000	147,880	1,837,880	1,837,880
TIC - 2.40%					
<b>Total General Obligation Bonds</b>		<b>\$2,930,000</b>	<b>\$269,805</b>	<b>\$3,199,805</b>	<b>\$3,199,805</b>
<b><u>Other Debt</u></b>					
<u>Clean Water Fund Loans - G.O.</u>					
2010 \$411,652	Sanitary Sewer Utility	\$ 22,522	\$ 2,894	\$ 25,416	\$ 25,416
NIC - 2.200%					
<b>Total Clean Water Fund Loans - G.O.</b>		<b>\$22,522</b>	<b>\$2,894</b>	<b>\$25,416</b>	<b>\$25,416</b>
<b>Total G.O. Debt Service</b>		<b>\$10,412,522</b>	<b>\$2,604,852</b>	<b>\$13,017,374</b>	<b>\$12,964,866</b>
<u>Clean Water Fund Loans - Revenue Bonds</u>					
2009 \$471,087	Storm Water Utility	\$ 28,543	\$ 4,343	\$ 32,886	\$ 32,886
NIC - 3.153%					
<b>Total Storm Water Revenue Bonds</b>		<b>\$28,543</b>	<b>\$4,343</b>	<b>\$32,886</b>	<b>\$32,886</b>
<b><u>Capital Leases</u></b>					
2016 CDA Lease Refunding - 2004 TID #8		35,000	85,435	120,435	120,435
TIC - 2.82%					
<b>Total Capital Leases</b>		<b>\$35,000</b>	<b>\$85,435</b>	<b>\$120,435</b>	<b>\$120,435</b>
<b>Total Debt Service and Capital Leases</b>		<b>\$10,476,065</b>	<b>\$2,694,630</b>	<b>\$13,170,695</b>	<b>\$13,118,187</b>
Less: Other Debt Service Funding					9,118,187
<b>Net Tax Levy</b>					<b>\$4,000,000</b>

**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Debt Service Fund
<b>Program:</b>	<b>Submitted by:</b>
Debt Service Fund	Vicky K. Rasmussen

**Outstanding Indebtedness**

<b>General Obligation Promissory/Note Anticipation Notes</b>	<b>12/31/24</b>	<b>12/31/25</b>	<b>Principal Paid in 2025</b>
2015A \$6,250,000 Capital Improvements/TID/Sanitary/Storm	505,000	-	505,000
2016A \$6,500,000 Capital Improvements/TID/Sanitary/Storm	1,620,000	825,000	795,000
2017A \$5,610,000 Capital Improvements/TID/Sanitary/Storm	1,360,000	690,000	670,000
2018A \$8,295,000 Capital Improvements/TID/Sanitary/Storm	4,305,000	3,505,000	800,000
2019A \$8,825,000 Capital Improvements/TID/Sanitary/Storm	5,765,000	4,890,000	875,000
2020A \$9,895,000 Capital Improvements/TID/Sanitary/Storm	7,125,000	6,095,000	1,030,000
2020B \$1,865,000 TID/Redevelopment (Non-TIF)	1,148,000	963,000	185,000
2021A \$11,750,000 Capital Improvements/TID/Sanitary/Storm	10,690,000	9,770,000	920,000
2022A \$16,230,000 Capital Improvements/TID/Sanitary/Storm	15,520,000	15,205,000	315,000
2023A \$15,585,000 Capital Improvements/TID/Sanitary/Storm	15,225,000	14,910,000	315,000
2024A \$9,640,000 Capital Improvements/TID/Sanitary/Storm	9,640,000	8,590,000	1,050,000
2024B \$1,056,000 TID	1,056,000	1,056,000	-
<i>Total G.O. Promissory Notes</i>	<i>\$ 73,959,000</i>	<i>\$ 66,499,000</i>	<i>\$ 7,460,000</i>
<b>General Obligation Bonds</b>			
2012C \$4,410,000 Refunding - Cap. Improvements/TID/Storm	\$ 760,000	\$ 270,000	\$ 490,000
2017A \$3,785,000 Refunding-Cap Improvements/TID/Storm	1,825,000	1,295,000	530,000
2017B \$1,350,000 Refunding-TID	1,055,000	990,000	65,000
2019A \$1,450,000 Taxable Refunding-TID	845,000	690,000	155,000
2022A \$10,055,000 Refunding-TID	8,170,000	6,480,000	1,690,000
<i>Total G.O. Bonds</i>	<i>\$ 12,655,000</i>	<i>\$ 9,725,000</i>	<i>\$ 2,930,000</i>
<b>Clean Water Fund Loans - G.O.</b>			
2010 \$411,652 Sanitary Sewer Utility	\$ 142,788	120,266	\$ 22,522
<i>Total Clean Water Fund Loans - G.O.</i>	<i>\$ 142,788</i>	<i>\$ 120,266</i>	<i>\$ 22,522</i>
<b>* Total City Outstanding Debt</b>	<b>\$ 86,756,788</b>	<b>\$ 76,344,266</b>	<b>\$ 10,412,522</b>

\* Note: Principal paid in 2025 excludes principal payments on Storm Water Revenue Bonds (\$28,543) and CDA Capital Lease Obligations (\$35,000). Including those payments, total debt principal scheduled for payment in 2025 is \$10,476,065

**CITY OF NEENAH  
2025 BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Debt Service Fund
<b>Program:</b> Debt Service Fund	<b>Submitted by:</b> Vicky K. Rasmussen

**Legal Debt Limit Per Wisconsin Law**

	<b>Outstanding General Obligation (G.O.) Debt</b>	<b>State Statutory Limit</b>	<b>% of Statutory Limit ***</b>
End of 2015:	\$ 46,794,880	\$ 96,652,750	48.4%
End of 2016:	45,851,364	99,583,005	46.0%
End of 2017:	47,792,440	104,764,240	45.6%
End of 2018:	48,858,100	110,483,105	44.2%
End of 2019:	50,558,334	118,707,995	42.6%
End of 2020:	55,308,133	122,007,255	45.3%
End of 2021:	59,783,488	127,355,770	46.9%
End of 2022:	77,698,389 **	136,570,500	56.9%
End of 2023:	85,395,826	155,392,880	55.0%
End of 2024:	86,756,788	166,832,270 (a)	52.0%

(a) City Equalized Valuation 1/1/2 \$ 3,336,645,400  
Percent Limit of G.O. Debt x 5%  
Amount Limit of G.O. Debt \$ 166,832,270

**Total Debt Including Storm Water Revenue and CDA Lease Revenue Bonds**

	<b>G.O. Debt</b>	<b>CDA Bonds /Clean Water Fund Loan</b>	<b>All Debt *</b>	<b>State Statutory Limit</b>	<b>% of Statutory Limit Including All Debt</b>
End of 2015:	\$ 46,794,880	\$ 23,192,662	\$ 69,987,542	\$ 96,652,750	72.41%
End of 2016:	45,851,364	23,071,477	68,922,841	99,583,005	69.21%
End of 2017:	47,792,440	20,293,811	68,086,251	104,764,240	64.99%
End of 2018:	48,858,100	19,195,843	68,053,943	110,483,105	61.60%
End of 2019:	50,558,334	18,132,151	68,690,485	118,707,995	57.87%
End of 2020:	55,308,133	16,937,712	72,245,845	122,007,255	59.21%
End of 2021:	59,783,488	15,742,502	75,525,990	127,355,770	59.30%
End of 2022:	77,698,389 **	4,701,497	82,399,886	136,570,500	60.34%
End of 2023:	85,395,826	3,399,672	88,795,498	155,392,880	57.14%
End of 2024:	86,756,788	3,337,002	90,093,790	166,832,270	54.00%

\* Total Debt Including Storm Water Revenue and CDA Lease Revenue Bonds which are not governed by State Statutory Limit

\*\* In 2022 the City refunded \$10,055,000 of existing CDA Lease Revenue Bond debt with G.O. debt due to obtaining significantly lower interest rates. This created a savings of over \$400,000.

\*\*\* Statutorily, municipalities shall not exceed 5% of the equalized value of the taxable property in borrowing of general obligation debt (G.O. debt). Based on the City of Neenah's current equalized value of \$3,336,645,400, G.O. borrowings may not exceed \$166,832,270. The "% of Statutory Limit" shows the % of the City's borrowing compared to their 5% limit.

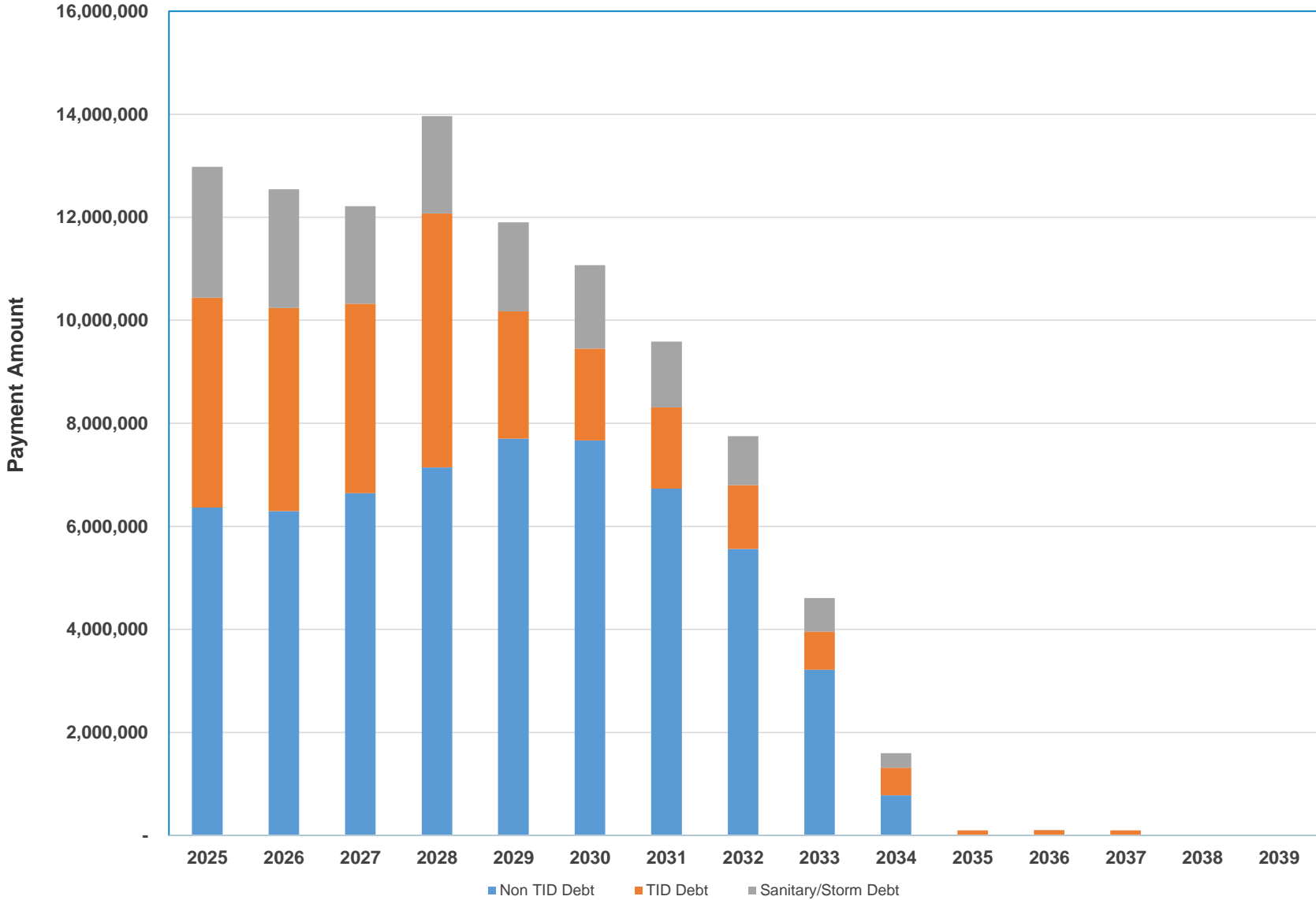
**City of Neenah**  
**Schedule of Future Total Annual G.O. Debt Service Payments**  
**As of December 31, 2024**

Property Tax Supported GO Debt (Non-TID)					TID Supported GO Debt			
Year	Principal	Interest	Total	% of Debt	Principal	Interest	Total	% of Debt
2025	4,800,100	1,567,629	6,367,729		3,500,000	570,600	4,070,600	
2026	4,893,140	1,405,149	6,298,289		3,447,000	490,126	3,937,126	
2027	5,415,000	1,228,400	6,643,400		3,267,000	410,184	3,677,184	
2028	6,102,500	1,042,053	7,144,553		4,603,000	326,020	4,929,020	
2029	6,861,000	843,141	7,704,141		2,258,000	209,805	2,467,805	
2030	7,039,000	629,691	7,668,691		1,625,000	156,615	1,781,615	
2031	6,305,000	431,325	6,736,325		1,451,000	119,275	1,570,275	
2032	5,305,000	256,000	5,561,000		1,158,000	82,575	1,240,575	
2033	3,110,000	103,825	3,213,825		695,000	48,675	743,675	
2034	760,000	19,000	779,000		514,000	21,700	535,700	
2035	-	-	-		90,000	8,400	98,400	
2036	-	-	-		95,000	5,700	100,700	
2037	-	-	-		95,000	2,850	97,850	
2038	-	-	-		-	-	-	
2039	-	-	-		-	-	-	
<b>Total</b>	<b>\$ 50,590,740</b>	<b>\$ 7,526,213</b>	<b>\$ 58,116,953</b>	<b>58.99%</b>	<b>\$ 22,798,000</b>	<b>\$ 2,452,525</b>	<b>\$ 25,250,525</b>	<b>25.63%</b>

Sanitary / Storm Water Utility Supported GO Debt					Total GO Debt			
Year	Principal	Interest	Total	% of Debt	Principal	Interest	Total	% of Debt
2025	2,112,422	429,333	2,541,755		10,412,522	2,567,558	12,980,080	
2026	1,954,878	351,656	2,306,534		10,295,018	2,246,933	12,541,951	
2027	1,612,524	283,834	1,896,358		10,294,524	1,922,386	12,216,910	
2028	1,663,542	227,608	1,891,150		12,369,042	1,595,652	13,964,694	
2029	1,554,571	176,838	1,731,409		10,673,571	1,229,785	11,903,356	
2030	1,490,111	130,071	1,620,182		10,154,111	916,377	11,070,488	
2031	1,190,000	90,625	1,280,625		8,946,000	641,225	9,587,225	
2032	890,000	57,500	947,500		7,353,000	396,075	7,749,075	
2033	625,000	27,575	652,575		4,430,000	180,075	4,610,075	
2034	275,000	6,875	281,875		1,549,000	47,575	1,596,575	
2035	-	-	-		90,000	8,400	98,400	
2036	-	-	-		95,000	5,700	100,700	
2037	-	-	-		95,000	2,850	97,850	
2038	-	-	-		-	-	-	
2039	-	-	-		-	-	-	
<b>Total</b>	<b>\$ 13,368,048</b>	<b>\$ 1,781,915</b>	<b>\$ 15,149,963</b>	<b>15.38%</b>	<b>\$ 86,756,788</b>	<b>\$ 11,760,591</b>	<b>\$ 98,517,379</b>	<b>100%</b>

\* Excludes Estimated Borrowing for 2025 Capital Projects. This also excludes Storm Water Revenue Bonds and CDA Lease

**City of Neenah**  
**Schedule of Future Annual Debt Service Payments**  
**For All General Obligation Debt Issued as of September 30, 2024**

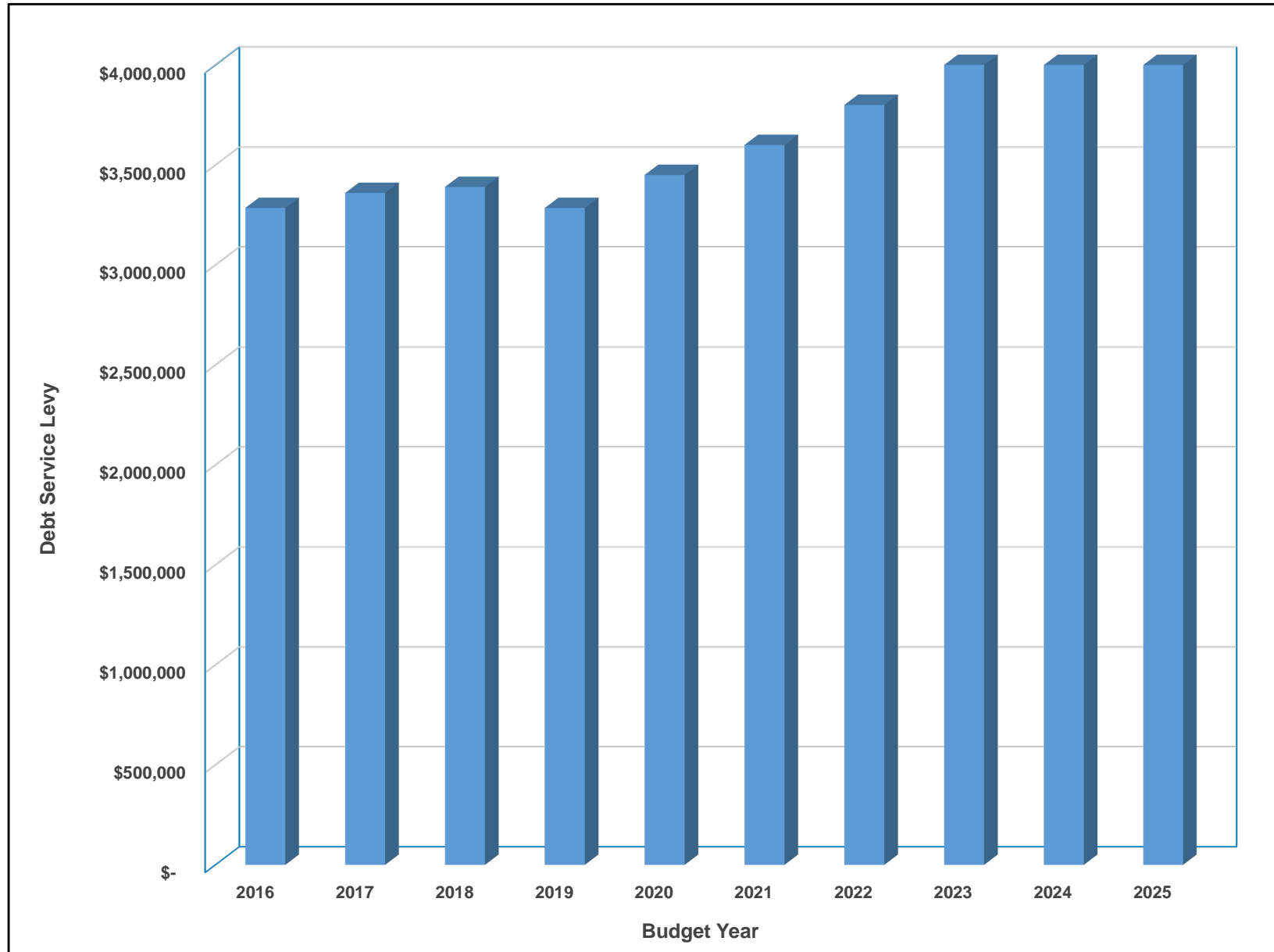


<p align="center"><b>City of Neenah</b>  <b>Annual Debt Service Levy</b>  <b>Budget Years 2016 - 2025</b></p>
---

<u>Year</u>	<u>\$ Levy</u>	<u>\$ Change</u>	<u>% Change</u>
2016	\$ 3,285,000	N/A	N/A
2017	3,360,000	75,000	2.28%
2018	3,390,000	30,000	0.89%
2019	3,285,000	(105,000)	-3.10%
2020	3,450,000	165,000	5.02%
2021	3,600,000	150,000	4.35%
2022	3,800,000	200,000	5.56%
2023	4,000,000	200,000	5.26%
2024	4,000,000	-	0.00%
2025	4,000,000	-	0.00%
<b>Ten-Year Average</b>			<b>2.25%</b>



**City of Neenah  
Annual Debt Service Levy  
Budget Years 2016 - 2025**



**City of Neenah  
2025 Budget  
Capital Projects Fund Summary**

**Streets, Pedestrian Routes, Traffic Signals**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
Street Projects	\$ 4,992,500	\$ 6,222,500	\$ 6,222,500	\$ -	\$ -
Pedestrian Routes	340,000	345,000	345,000	-	-
Traffic Control	25,000	140,000	72,000	-	(68,000)
<b>Total Expenditures</b>	<b>\$ 5,357,500</b>	<b>\$ 6,707,500</b>	<b>\$ 6,639,500</b>	<b>\$ -</b>	<b>\$ (68,000)</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-Gen. Tax Supported	\$ 5,357,500	\$ 6,707,500	\$ 6,139,500	\$ -	\$ (568,000)
Use of Reserves	-	-	500,000	-	500,000
<b>Total Funding Sources</b>	<b>\$ 5,357,500</b>	<b>\$ 6,707,500</b>	<b>\$ 6,639,500</b>	<b>\$ -</b>	<b>\$ (68,000)</b>

**Tax Incremental Financing**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
TIF #9 Original (US Hwy. 41 Industrial)	\$ 198,500	\$ 19,200	\$ 19,200	\$ -	\$ -
TIF #10 Original (Near Downtown District)	18,010,000	10,000	10,000	-	-
TIF #11 Original (Pendleton Development Area)	18,500	14,200	14,200	-	-
TIF #12 - Bridgewood Development Area	23,500	19,200	19,200	-	-
TIF #13 - Industrial Park Expansion Area	190,000	15,000	15,000	-	-
TIF #14 - Undetermined Location	15,000	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 18,455,500</b>	<b>\$ 77,600</b>	<b>\$ 77,600</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-TIF #9	198,500	19,200	19,200	\$ -	\$ -
General Obligation Borrowing-TIF #10	10,000	10,000	10,000	-	-
General Obligation Borrowing-TIF #11	18,500	14,200	14,200	-	-
General Obligation Borrowing-TIF #12	23,500	19,200	19,200	-	-
General Obligation Borrowing-TIF #13	190,000	15,000	15,000	-	-
General Obligation Borrowing-TIF #14	15,000	-	-	-	-
<b>Total G.O. Borrowing</b>	<b>455,500</b>	<b>77,600</b>	<b>77,600</b>	<b>-</b>	<b>-</b>
Taxable Borrowing for TIF #10	18,000,000	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 18,455,500</b>	<b>\$ 77,600</b>	<b>\$ 77,600</b>	<b>\$ -</b>	<b>\$ -</b>

**Redevelopment (Non-TIF)**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
Redevelopment (Non-TIF) Projects	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-Gen. Tax Supported	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -
<b>Total Funding Sources</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Neenah  
2025 Budget  
Capital Projects Fund Summary (Continued)**

**Facilities**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
Administration Building	\$ 365,000	\$ 565,000	\$ 565,000	\$ -	\$ -
Police	210,000	210,000	210,000	-	-
Fire (100%)	3,136,210	3,231,210	3,231,210	-	-
Public Works	253,000	289,000	289,000	-	-
Parking Facilities	102,000	70,000	70,000	-	-
Bergstrom-Mahler Museum	35,000	35,000	35,000	-	-
Library	54,000	11,000	11,000	-	-
Parks & Recreation	3,880,000	4,025,000	4,025,000	-	-
Arrowhead	1,025,000	1,038,430	1,038,430	-	-
<b>Total Expenditures</b>	<b>\$ 9,060,210</b>	<b>\$ 9,474,640</b>	<b>\$ 9,474,640</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-Gen. Tax Supported	\$ 8,121,774	\$ 7,386,210	\$ 7,386,210	\$ -	\$ -
Carry Forwards Applied	838,436	1,038,430	1,038,430	-	-
Parks & Recreation Grant Funding	100,000	1,050,000	1,050,000	-	-
<b>Total Funding Sources</b>	<b>\$ 9,060,210</b>	<b>\$ 9,474,640</b>	<b>\$ 9,474,640</b>	<b>\$ -</b>	<b>\$ -</b>

**Capital Equipment**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
City Clerk	\$ 8,560	\$ 8,100	\$ 8,100	\$ -	\$ -
Information Systems	730,000	870,000	870,000	-	-
Police	406,890	406,890	406,890	-	-
Fire/Rescue (61.12% of Consolidated Department)	1,744,980	1,744,980	1,254,490	-	(490,490)
Public Works	1,485,000	1,527,000	1,527,000	-	-
Community Development	25,000	25,000	25,000	-	-
Library	-	-	-	-	-
Parks and Recreation	95,000	155,000	155,000	-	-
Cemetery	150,000	150,000	150,000	-	-
<b>Total Expenditures</b>	<b>\$ 4,645,430</b>	<b>\$ 4,886,970</b>	<b>\$ 4,396,480</b>	<b>\$ -</b>	<b>\$ (490,490)</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-Gen. Tax Supported	\$ 4,339,830	\$ 4,581,370	\$ 4,090,880	\$ -	\$ (490,490)
Winnebago County Spirit Fund Grant - NMFR	305,600	305,600	305,600	-	-
<b>Total Funding Sources</b>	<b>\$ 4,645,430</b>	<b>\$ 4,886,970</b>	<b>\$ 4,396,480</b>	<b>\$ -</b>	<b>\$ -</b>

**Utilities - Sanitary Sewer and Storm Water**

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
Sanitary Sewer Projects	\$ 1,928,500	\$ 1,012,500	\$ 1,012,500	\$ -	\$ -
Storm Water Projects	1,346,000	1,320,000	1,320,000	-	-
<b>Total Expenditures</b>	<b>\$ 3,274,500</b>	<b>\$ 2,332,500</b>	<b>\$ 2,332,500</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
General Obligation Borrowing-San. Sewer Supported	\$ 1,928,500	\$ 1,012,500	\$ 512,500	\$ -	\$ (500,000)
Use of Reserves-Sanitary Sewer	-	-	500,000	-	500,000
General Obligation Borrowing-Storm Water Supported	1,346,000	1,320,000	1,320,000	-	-
Use of Reserves-Storm Water	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 3,274,500</b>	<b>\$ 2,332,500</b>	<b>\$ 2,332,500</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Budget**  
**Capital Projects Fund Summary (Continued)**

**\*EXPENDITURE SUMMARY\***

<b>Expenditures</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
Streets, Pedestrian Routes, Traffic Control	\$ 5,357,500	\$ 6,707,500	\$ 6,639,500	\$ -	\$ (68,000)
Tax Incremental Financing	18,455,500	77,600	77,600	-	-
Redevelopment (Non-TIF)	50,000	50,000	50,000	-	-
Facilities	9,060,210	9,474,640	9,474,640	-	-
Capital Equipment	4,645,430	4,886,970	4,396,480	-	(490,490)
Utilities - Sanitary and Storm Sewer	3,274,500	2,332,500	2,332,500	-	-
<b>Total Expenditures</b>	<b>\$ 40,843,140</b>	<b>\$ 23,529,210</b>	<b>\$ 22,970,720</b>	<b>\$ -</b>	<b>\$ (558,490)</b>

**\*FUNDING SOURCES SUMMARY\***

<b>Funding Sources</b>	<b>Adopted 2025 CIP</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>	<b>Total Change Proposed vs Request</b>
<b>General Obligation Borrowing</b>					
General Obligation Borrowing - Gen. Tax Supported	\$ 17,869,104	\$ 18,725,080	\$ 17,666,590	\$ -	\$ (1,058,490)
General Obligation Borrowing-TIF Supported	455,500	77,600	77,600	-	-
General Obligation Borrowing-San. Sewer Supported	1,928,500	1,012,500	512,500	-	(500,000)
General Obligation Borrowing-Storm Utility Supported	1,346,000	1,320,000	1,320,000	-	-
<b>General Obligation Borrowing-Total</b>	<b>21,599,104</b>	<b>21,135,180</b>	<b>19,576,690</b>	<b>-</b>	<b>(500,000)</b>
Taxable Borrowing for TID #10	18,000,000	-	-	-	-
Grant Funding	405,600	1,355,600	1,355,600	-	-
Carry Forwards Applied	838,436	1,038,430	1,038,430	-	-
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	-	-	500,000	-	500,000
Use of Reserves-Sanitary Sewer	-	-	500,000	-	500,000
<b>Total Funding Sources</b>	<b>\$ 40,843,140</b>	<b>\$ 23,529,210</b>	<b>\$ 22,970,720</b>	<b>\$ -</b>	<b>\$ 500,000</b>

<b>Bank Qualified Limit</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>	<b>10,000,000</b>
<b>Bank Qual. Limit Less Proposed Borrowing</b>	<b>(\$11,599,104)</b>	<b>(\$11,135,180)</b>	<b>(\$9,576,690)</b>	<b>\$10,000,000</b>

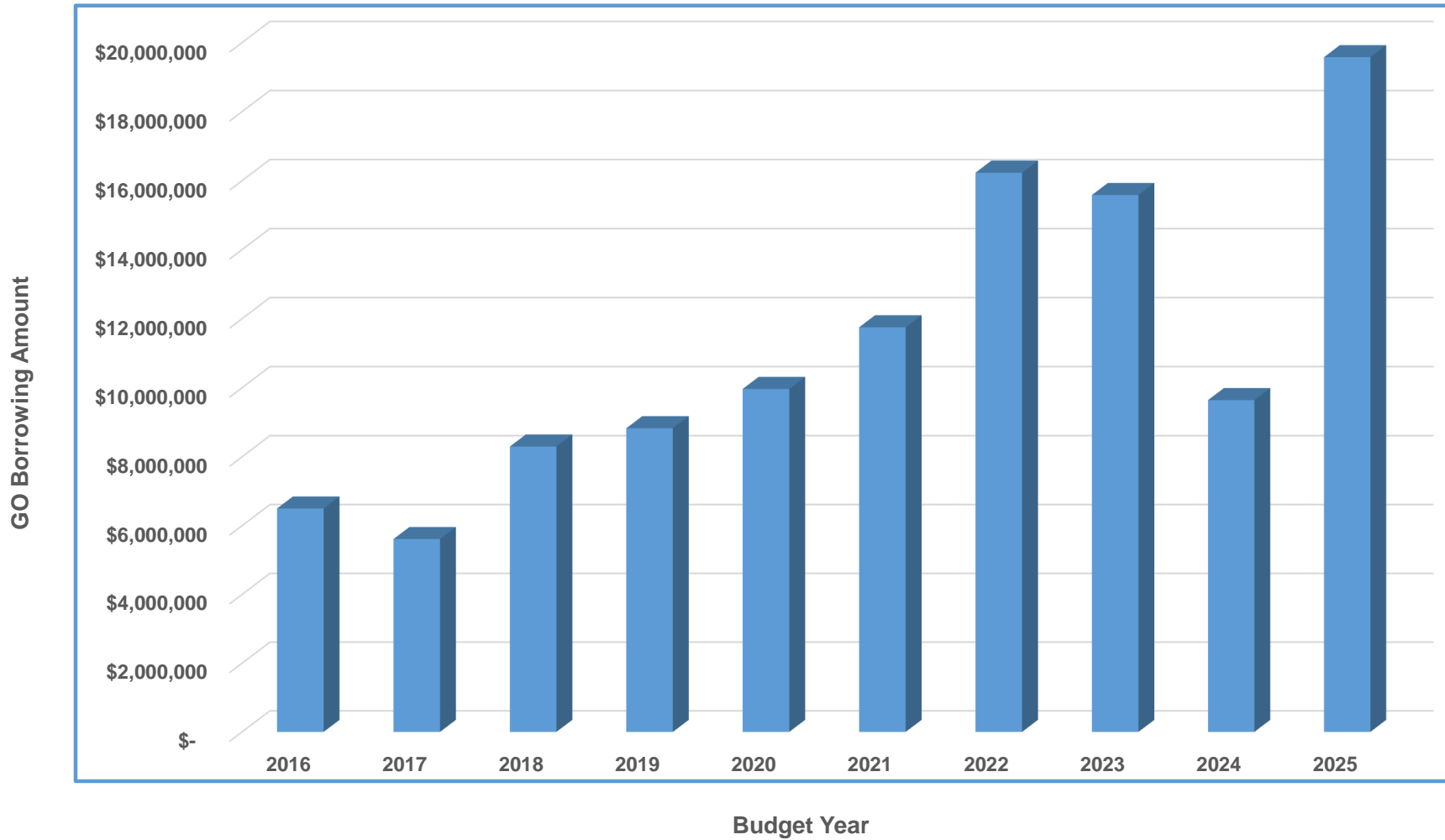
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<p align="center"><b>City of Neenah</b></p> <p align="center"><b>Annual General Obligation Capital Borrowing</b></p> <p align="center"><b>Budget Years 2016 - 2025</b></p>
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<u>Year</u>	<u>Capital G.O. Borrowing</u>	<u>\$ Change</u>	<u>% Change</u>
2016	\$ 6,500,000	N/A	N/A
2017	5,610,000	(890,000)	-13.69%
2018	8,295,000	2,685,000	47.86%
2019	8,825,000	530,000	6.39%
2020	9,964,130	1,139,130	12.91%
2021	11,750,000	1,785,870	17.92%
2022	16,230,000	4,480,000	38.13%
2023	15,582,630	(647,370)	-3.99%
2024	9,640,000	(5,942,630)	-38.14%
2025 <i>(estimate)</i>	19,576,690	9,936,690	103.08%
<b>10 Year Average</b>	<b>\$ 11,197,345</b>	<b>\$ 1,452,966</b>	<b>18.94%</b>

\* Excludes Storm Water Revenue Bonds and CDA Lease Revenue Bonds

**City of Neenah**  
**Annual General Obligation (GO) Capital Borrowing**  
**Budget Years 2016 - 2025**



<p style="text-align: center;"><b>City of Neenah</b>  <b>2025 Budget</b>  <b>Capital Projects Fund Program Summarized</b></p>
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**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 19,576,690
Grant Funding	1,355,600
Carry Forwards Applied	1,038,430
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	500,000
Use of Reserves-Sanitary Sewer	500,000
<b><i>Total Funding Sources</i></b>	<b><u>\$ 22,970,720</u></b>

**Budgeted Expenditures**

Streets	\$ 6,222,500	
Pedestrian Routes	345,000	
Traffic Control	<u>72,000</u>	
<i>Total Streets, Pedestrian Routes and Traffic Control</i>		\$ 6,639,500
TIF #9 Original (US Hwy. 41 Industrial)	19,200	
TIF #10 Original (Near Downtown District)	10,000	
TIF #11 Original (Pendleton Development Area)	14,200	
TIF #12 - Bridgewood Development Area	19,200	
TIF #13 - Industrial Park Expansion Area	<u>15,000</u>	
<i>Total TIF's</i>		77,600
Redevelopment (Non-TIF)		50,000
Public Facilities		9,474,640
Capital Equipment		4,396,480
Utility- Sanitary Sewer Projects		1,012,500
Utility- Storm Water Projects		<u>1,320,000</u>
<b><i>Total Expenditures</i></b>		<b><u>\$ 22,970,720</u></b>



<p style="text-align: center;"><b>City of Neenah</b></p> <p style="text-align: center;"><b>2025 Streets, Pedestrian Routes and</b></p> <p style="text-align: center;"><b>Traffic Control Program Capital Summarized</b></p>
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**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 6,139,500
Use of Reserves - Streets, Pedestrian Routes, Traffic Control	500,000
<b><i>Total Funding Sources</i></b>	<b><u>\$ 6,639,500</u></b>

**Budgeted Expenditures**

Major Streets	\$ 2,400,000
Street Upgrades - City Initiated	3,147,500
Street Upgrades - Citizen Petitioned	-
Subdivision Streets Under Improvement Contracts	290,000
Pavement Repair (Streets and Bridges)	385,000
Pedestrian Routes	345,000
Traffic Control	72,000
<b><i>Total Expenditures</i></b>	<b><u>\$ 6,639,500</u></b>

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Public Infrastructure Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen

**2025 Budget**

The Public Infrastructure Fund accounts for all capital improvement of public streets, bridges, pedestrian routes and traffic control.

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 3,889,628</b>	<b>\$ 5,067,849</b>	<b>\$ 5,067,849</b>	<b>\$ 2,334,929</b>
<b><u>Revenues</u></b>				
Intergovernmental	465,082	-	100,000	-
Contributions	509,951	-	-	-
Debt Issuance	6,504,500	3,831,500	2,211,490	6,139,500
Transfers In	25,000	-	-	-
Total Revenues	7,504,533	3,831,500	2,311,490	6,139,500
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	6,163,812	4,423,500	4,523,240	6,639,500
Transfers Out	162,500	-	-	-
Total Expenditures	6,326,312	4,423,500	4,523,240	6,639,500
Excess Revenues Over (Under) Expenditures	1,178,221	(592,000)	(2,211,750)	(500,000)
Fund Balance (Deficit), December 31 (Before Carry Forwards)	<b>\$ 5,067,849</b>	<b>\$ 4,475,849</b>	<b>\$ 2,856,099</b>	<b>\$ 1,834,929</b>
Capital Outlay - Carry Forwards	(521,170)	(521,170)	(521,170)	-
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 4,546,679</b>	<b>\$ 3,954,679</b>	<b>\$ 2,334,929</b>	<b>\$ 1,834,929</b>

<b>Public Infrastructure Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Commercial/Winneconne Intersection <a href="#">2023</a>	\$ 115,000	\$ 115,000	
Chestnut, Dieckhoff, Burr, Laudan, River, High Streets <a href="#">2023</a>	285,736	199,147	
Undesignated Street Repair <a href="#">2022</a>	71,406	71,406	
Industrial Drive - Traffic Control <a href="#">2017</a>	81,456	81,456	
Traffic Signal Interconnect <a href="#">2020</a>	11,728	11,728	
Traffic Signal Cabinet Upgrades <a href="#">2020</a>	6,265	-	
Commercial/Bell Traffic Signal Signal <a href="#">2022</a>	22,575	22,575	
Bell St. - Traffic Control <a href="#">2023</a>	19,858	19,858	
		-	
<b>Total Carry Forwards to 2024</b>	<b>\$ 614,024</b>	<b>\$ 521,170</b>	<b>\$ -</b>

**City of Neenah**

**2025 Capital Improvements Budget**

**Detail Project Schedule - Streets, Pedestrian Routes and Traffic Control**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL</u></b>				
<b><u>STREETS</u></b>				
<b><u>Major Streets</u></b>				
1 S. Commercial Street (Stanley - Winneconne) / 8,135 ft. (4,5) Reconstruct street: Construction to be funded in part through STP-Urban Program - <a href="#">Budget estimate reflects City's share of total project cost</a>	\$ 2,400,000	\$ 2,400,000	\$ 2,400,000	
<b>Total 2025 Major Streets</b>	<b>\$ 2,400,000</b>	<b>\$ 2,400,000</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>
<b><u>Street Upgrades - City Initiated</u></b>				
1 Bergstrom Road (CTH G - Breezewood) 5,500 ft. (4) Reconstruct Estimate is for concrete construction maintaining rural cross-section.	\$ 1,300,000	\$ 1,350,000	\$ 1,350,000	
2 Forest Manor Court (Marathon - S terminus) 900 ft. (3) Resurface Coordinate with utility construction.	225,000	235,000	235,000	
3 Alexander Drive (Bruce - Commercial) 740 ft. (2) Resurface Coordinate with utility construction.	122,000	125,000	125,000	
4 Lexington Court (Bruce - E terminus) 580 ft. (2) Resurface Coordinate with utility construction.	145,000	150,000	150,000	
5 Bruce Street (Parkwood - Lexington) 475 ft. (3.3) Resurface Coordinate with utility construction.	78,000	80,000	80,000	
6 Hickory Lane (Cecil - Baldwin) 950 ft. (4) Resurface Coordinate with utility construction. <a href="#">Moved from fiscal year 2029</a>	-	390,000	390,000	
7 Caroline Street (Lake - terminus) 475 ft. (2) Reconstruct Coordinate with utility construction. <a href="#">Severely degraded road</a>	-	140,000	140,000	
8 Douglas Street (Henry - Commercial) 845 ft. (4) Resurface Coordinate with utility construction. <a href="#">Work associated with Douglas Pond utilities</a>	-	140,000	140,000	
9 Elm Street (Division - Wisconsin) 2,000 ft. (3,4) Resurface Coordinate with utility construction. <a href="#">Moved from fiscal year 2028</a>	-	350,000	350,000	
10 Wisconsin Avenue (Oak - Lakeshore) 3,410 ft. (3) Reconstruct Planning services to develop conceptual design in preparation for 2026 construction.	-	25,000	25,000	
11 Engineering / administrative costs related to CIP projects. Transfer to City's general fund.	162,500	162,500	162,500	
<b>Total 2025 Street Upgrades - City Initiated</b>	<b>\$ 2,032,500</b>	<b>\$ 3,147,500</b>	<b>\$ 3,147,500</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Streets, Pedestrian Routes and Traffic Control**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>Street Upgrades - Citizen Petitioned</u></b>				
None	None	None	None	
<b>Total 2025 Street Upgrades - Citizen Petitioned</b>	\$ -	\$ -	\$ -	\$ -
<b><u>Railroad Crossings</u></b>				
None	None	None	None	
<b>Total 2025 Railroad Crossings</b>	\$ -	\$ -	\$ -	\$ -
<b><u>Subdivision Streets Under Improvement Contracts</u></b>				
1 Southfield Plat Existing 2" asphalt and gravel streets; Construct curb/gutter streets Bruce St / 830 ft. Southfield Ct / 390 ft.	\$ 275,000	\$ 290,000	\$ 290,000	
<b>Total 2025 Subdivision Streets Under Improvement Contracts</b>	\$ 275,000	\$ 290,000	\$ 290,000	\$ -
<b><u>General Street / Bridge Repair</u></b>				
1 Undesignated concrete and asphalt pavement repair	\$ 225,000	\$ 225,000	\$ 225,000	
2 Annual pavement markings	60,000	60,000	60,000	
3 Commercial Street, Fox River Bridge Repairs to deck at Neenah Paper abutting dock; Outside design services and construction	-	100,000	100,000	
<b>Total 2025 General Street / Bridge Repair</b>	\$ 285,000	\$ 385,000	\$ 385,000	\$ -
<b>TOTAL 2025 STREETS</b>	\$ 4,992,500	\$ 6,222,500	\$ 6,222,500	\$ -
<b><u>PEDESTRIAN ROUTES</u></b>				
<b><u>New Pedestrian Routes</u></b>				
1 Bruce Street (Castle Oak - Alexander) 2,820 ft. of sidewalk. Sidewalk on both sides	\$ 125,000	\$ 130,000	\$ 130,000	
2 Alexander Drive (Bruce - Commercial) / 1,480 ft of sidewalk. Sidewalk on both sides	65,000	65,000	65,000	
<b>Total 2025 New Pedestrian Routes</b>	\$ 190,000	\$ 195,000	\$ 195,000	\$ -
<b><u>Pedestrian Routes Replacement / Repair</u></b>				
1 Undesignated	\$ 150,000	\$ 150,000	\$ 150,000	
<b>Total 2025 Pedestrian Routes Replacement / Repair</b>	\$ 150,000	\$ 150,000	\$ 150,000	\$ -
<b>TOTAL 2025 PEDESTRIAN ROUTES</b>	\$ 340,000	\$ 345,000	\$ 345,000	\$ -

**City of Neenah**

**2025 Capital Improvements Budget**

**Detail Project Schedule - Streets, Pedestrian Routes and Traffic Control**

<b>PROJECT DESCRIPTION AND PLAN COMMENTS</b>	<b>ADOPTED CIP FOR 2025</b>	<b>2025 DEPARTMENT BUDGET REQUEST</b>	<b>MAYOR PROPOSED</b>	<b>COUNCIL ADOPTED</b>
<b><u>TRAFFIC CONTROL</u></b>				
1 Undesignated Traffic Signal Upgrades: possible projects include accessible pedestrian signal installation, fiber optic connections to Main / Lake and Main/Green Bay, cabinet replacement at Main / Lake or Bell / Marathon	\$ 25,000	\$ 25,000	\$ 25,000	
2 Commercial Street/Nicolet Blvd; Roundabout feasibility study Joint project with City of Menasha. Cost shown is total estimate for the study.	-	15,000	15,000	
3 Main Street/Wisconsin Avenue (Harrison - Oak) Cycle track schematic design.	-	100,000	-	
4 Purchase traffic signal supplies	-	-	29,000	
5 Fixed equipment maintenance supplies	-	-	3,000	
<b>TOTAL 2025 TRAFFIC CONTROL</b>	<b>\$ 25,000</b>	<b>\$ 140,000</b>	<b>\$ 72,000</b>	<b>\$ -</b>
<b>TOTAL 2025 STREETS, PEDESTRIAN ROUTES AND TRAFFIC CONTROL</b>	<b>\$ 5,357,500</b>	<b>\$ 6,707,500</b>	<b>\$ 6,639,500</b>	<b>\$ -</b>

<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Proposed Budget</b> <b>Tax Incremental Financing Districts (TIF) Capital Summarized</b></p>
--

**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 77,600
	<hr/>
<b><i>Total Funding Sources</i></b>	<b><i>\$ 77,600</i></b>
	<hr/> <hr/>

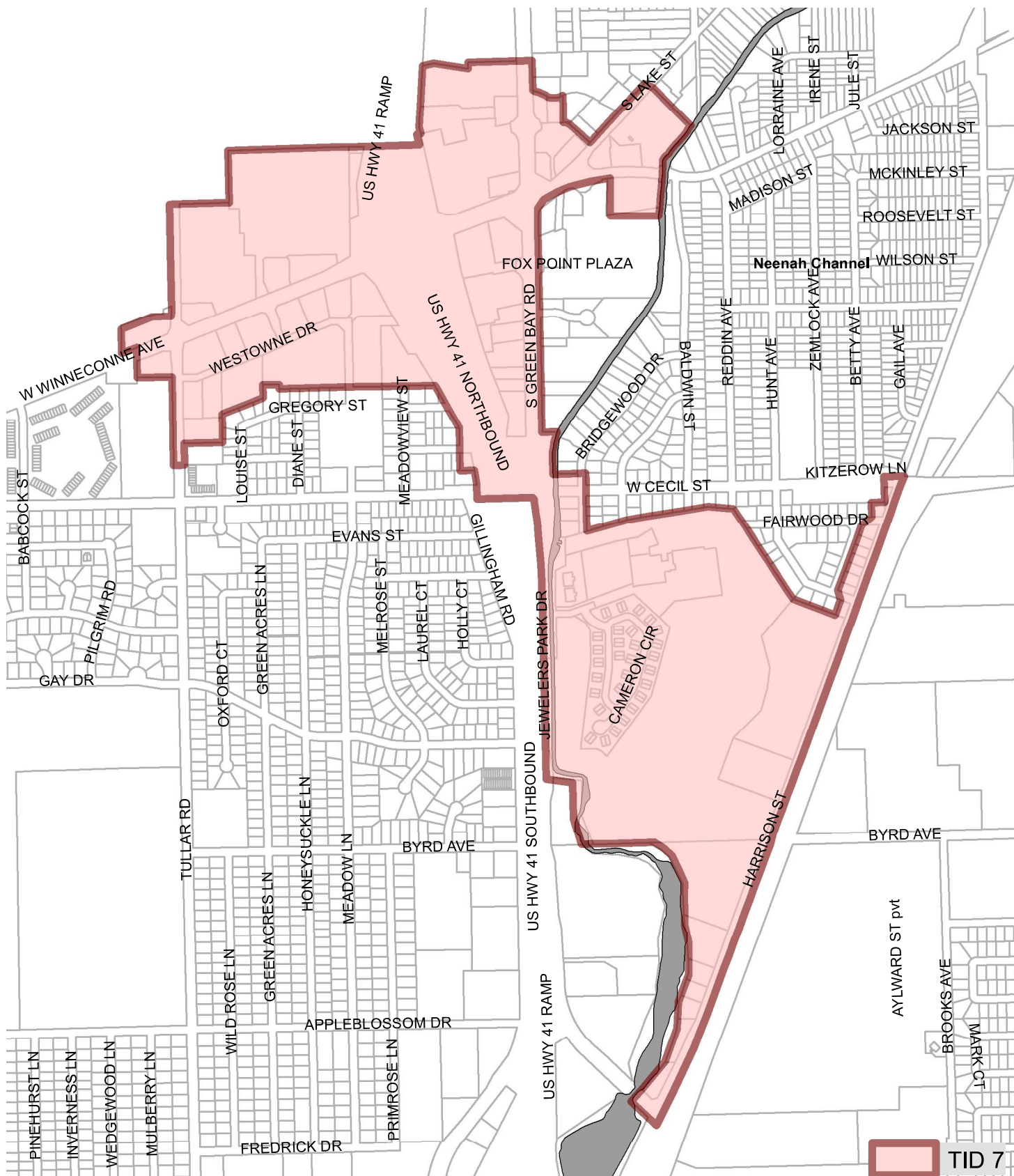
**Budgeted Expenditures**

TIF #9 Original (US Hwy. 41 Industrial)	\$ 19,200
TIF #10 Original (Near Downtown District)	10,000
TIF #11 Original (Pendleton Development Area)	14,200
TIF #12 - Bridgewood Development Area	19,200
TIF #13 - Industrial Park Expansion Area	15,000
	<hr/>
<b><i>Total Expenditures</i></b>	<b><i>\$ 77,600</i></b>
	<hr/> <hr/>

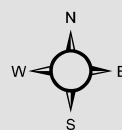
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## Tax Increment District 7 Boundary Map



0 500 1,000  
Feet

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #7 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #7 Fund (Westside Business Corridor)**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #7 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #7.

**Description:** The area within TID #7 is an area including commercial development adjacent to Winneconne Avenue/Green Bay Road, the West Towne Village business district and Bridgewood golf, commercial and housing developments. Areas for development are in need of redevelopment/rehabilitation due to prolonged underutilization and associated physical and economic obsolescence. Proposed project costs and improvements include utility and access improvements, land acquisition, design and engineering, beautification/signage, planning/project support.

**Created:** 01/01/2000

**Amendment #1:** 01/01/2002

**Amendment #2:** 01/01/2005

**Amendment #3:** 01/01/2006

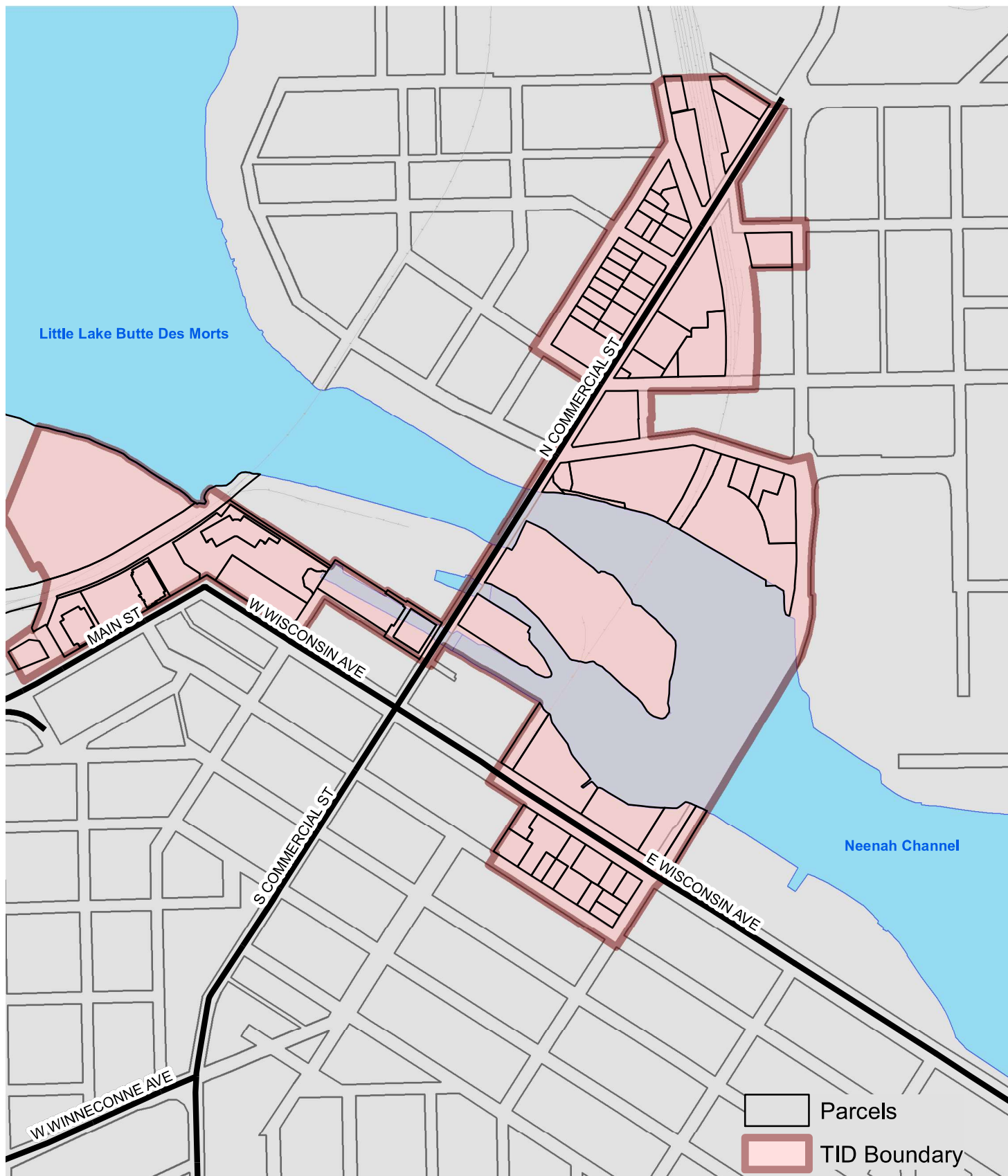
**Amendment #4:** 01/01/2012

**Max Exp. Date:** 07/05/2022

**Max Close Date:** 07/05/2037

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #7</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 29,547</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Revenues</u></b>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	-	-	-	-
Transfers In	-	-	-	-
Total Revenues	-	-	-	-
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	-	-	-	-
Transfers Out	29,547	-	-	-
Total Expenditures	29,547	-	-	-
Excess Revenues Over (Under) Expenditures	(29,547)	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	\$ -	\$ -	\$ -	\$ -
Capital Outlay - Carry Forwards	-	-	-	-
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>TIF #7 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Department Request</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
None			
<b>Total Carry Forwards to 2024</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**Figure 1**  
**Tax Increment District #8**  
**Boundary Map**



0 250 500  
 Feet

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #8 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #8 Fund (Downtown/Doty Island Redevelopment)**  
**2025 Budget**

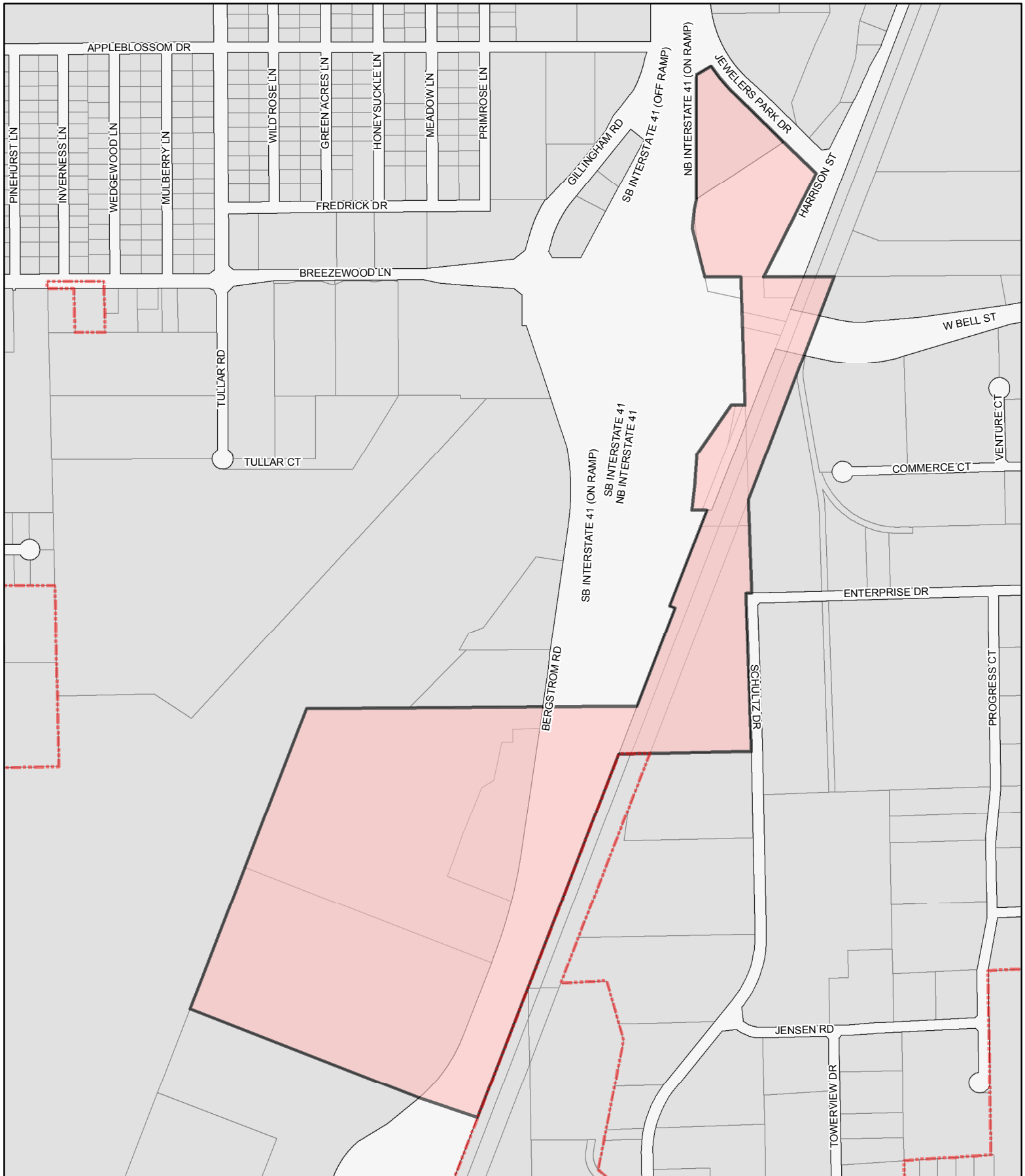
The Tax Incremental Financing (TIF) District #8 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #8.

**Description:** The area within TID #8 includes the Doty Island Business District as well as key downtown business sites. The sites have been planned for and are expected to develop as a combination of commercial and residential use properties. The Doty Island plan is to retain significant older buildings that contribute to the charm and character of the business district; promote redevelopment at sites that can strengthen neighborhood retail and service offerings; and, maximize opportunity for existing businesses to stay and grow on the island. In certain instances, the revitalization strategy is a joint effort of the City and Neenah Community Development Authority (CDA).

**Created:** 01/01/2001  
  
**Amendment #1:** 01/01/2002  
**Amendment #2:** 01/01/2004  
**Amendment #3:** 01/01/2005  
**Amendment #4:** 01/01/2008  
  
**Max Exp. Date:** 09/05/2023  
  
**Max Close Date:** 09/05/2038

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #8</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 2,199,750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Revenues</u></b>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	15,000	-	-	-
Transfers In	115,000	-	-	-
<b>Total Revenues</b>	<b>130,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	26,905	-	-	-
Transfers Out to TIF #8 Special Revenue Fund	2,302,845	-	-	-
<b>Total Expenditures</b>	<b>2,329,750</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>(2,199,750)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Capital Outlay - Carry Forwards</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>TIF #8 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
None			
<b>Total Carry Forwards to 2024</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**FIGURE 1**  
**Tax Increment Financing District #9**  
**Boundary Map**

1 inch = 718 feet

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #9 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #9 Fund (US Hwy 41 Industrial Corridor)**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #9 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #9.

**Description:** The area within TID #9 includes an industrial corridor west of Interstate 41 between Bell Street to the north and CTH G to the south. The area within the District is in need of redevelopment/rehabilitation due to the underutilization and physical and economic obsolescence. Proposed project costs include utility and access improvements, redevelopment assistance and planning/project support.

**Created:** 01/01/2015  
**Amendment #1:** 01/01/2019  
**Amendment #2:** 01/01/2019  
**Amendment #3:** 11/02/2023  
**Max Exp. Date:** 03/18/2037  
**Max Close Date:** 03/18/2042

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>TIF #9</b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 636,137</b>	<b>\$ 651,304</b>	<b>\$ 651,304</b>	<b>\$ 611,304</b>
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	35,000	23,500	36,400	19,200
Transfers In	-	-	-	-
Total Revenues	35,000	23,500	36,400	19,200
<u>Expenditures</u>				
Capital Outlay - Current Budget	19,833	23,500	36,400	19,200
Transfers Out	-	-	-	-
Total Expenditures	19,833	23,500	36,400	19,200
Excess Revenues Over (Under) Expenditures	15,167	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	<b>\$ 651,304</b>	<b>\$ 651,304</b>	<b>\$ 651,304</b>	<b>\$ 611,304</b>
Capital Outlay - Carry Forwards	(40,000)	(40,000)	(40,000)	-
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 611,304</b>	<b>\$ 611,304</b>	<b>\$ 611,304</b>	<b>* \$ 611,304</b>

*Note: Fund Balance amount includes \$326,550 for land held for resale.*

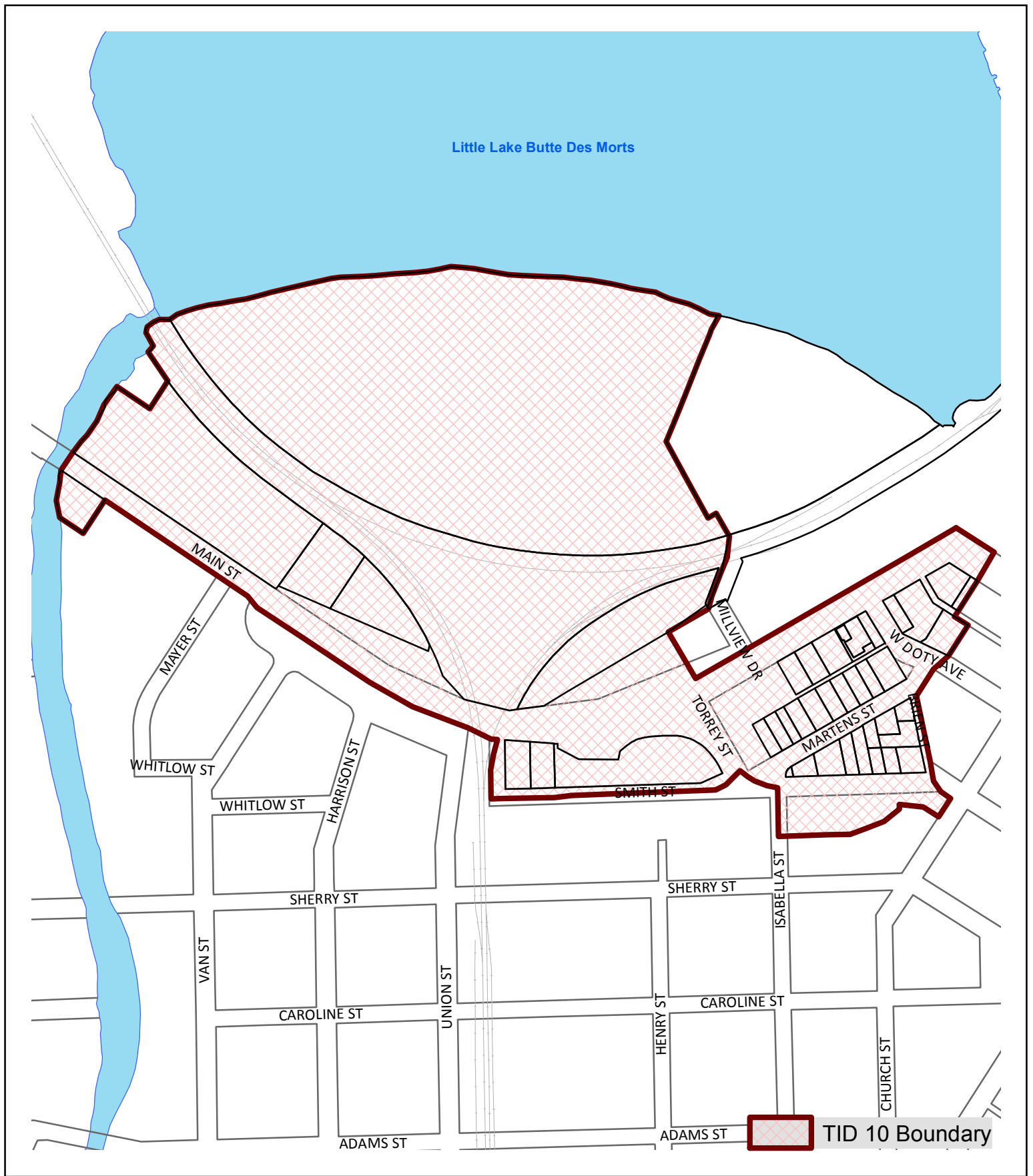
<b>TIF #9 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Site Prep Work <a href="#">2023</a>	\$ 40,000	\$ 40,000	
<b>Total Carry Forwards to 2024</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Tax Increment Districts (TID)**

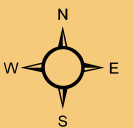
PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<b><u>2025 TAX INCREMENT DISTRICTS</u></b>				
<b><u>TID #9 - US Highway 41 Industrial Corridor District</u></b>				
<i>Project expenditures can be made through 3/18/2037.</i>				
1 Planning / marketing / project support	\$ 15,000	\$ 15,000	\$ 15,000	
2 Fox Cities Regional Partnership	8,500	4,200	4,200	
3 Intersection Signalization / Improvements (50% funded in each of TIDs 9 and 13) - Moved to fiscal year 2026	175,000	-	-	
<b><i>Total 2025 TID #9 - US Highway 41 Industrial Corridor District</i></b>	<b>\$ 198,500</b>	<b>\$ 19,200</b>	<b>\$ 19,200</b>	<b>\$ -</b>

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**Figure 1**  
**Tax Increment District #10**  
**Boundary Map**



0 250 500  
Feet

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #10 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #10 Fund (Near Downtown District)**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #10 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #10.

**Description:** The area within TID #10 includes an area on the west end of the Central Business District between the Neenah Slough to the west, Arrowhead Park to the north, Smith Street to the south, and Church Street to the east. The area within the District includes industrial, residential, commercial, retail and open space uses and at least 50% of the property within the District is defined as blighted. Several areas within the District have been identified as redevelopment sites and are expected to develop as a combination of commercial, office and/or residential uses. The proposed project costs include parking, utility and access improvements, redevelopment assistance, beautification/signage/public space, and planning/project support.

**Created:** 01/01/2015  
**Amendment #1:** n/a  
**Max Exp. Date:** 08/05/2037  
**Max Close Date:** 08/05/2042

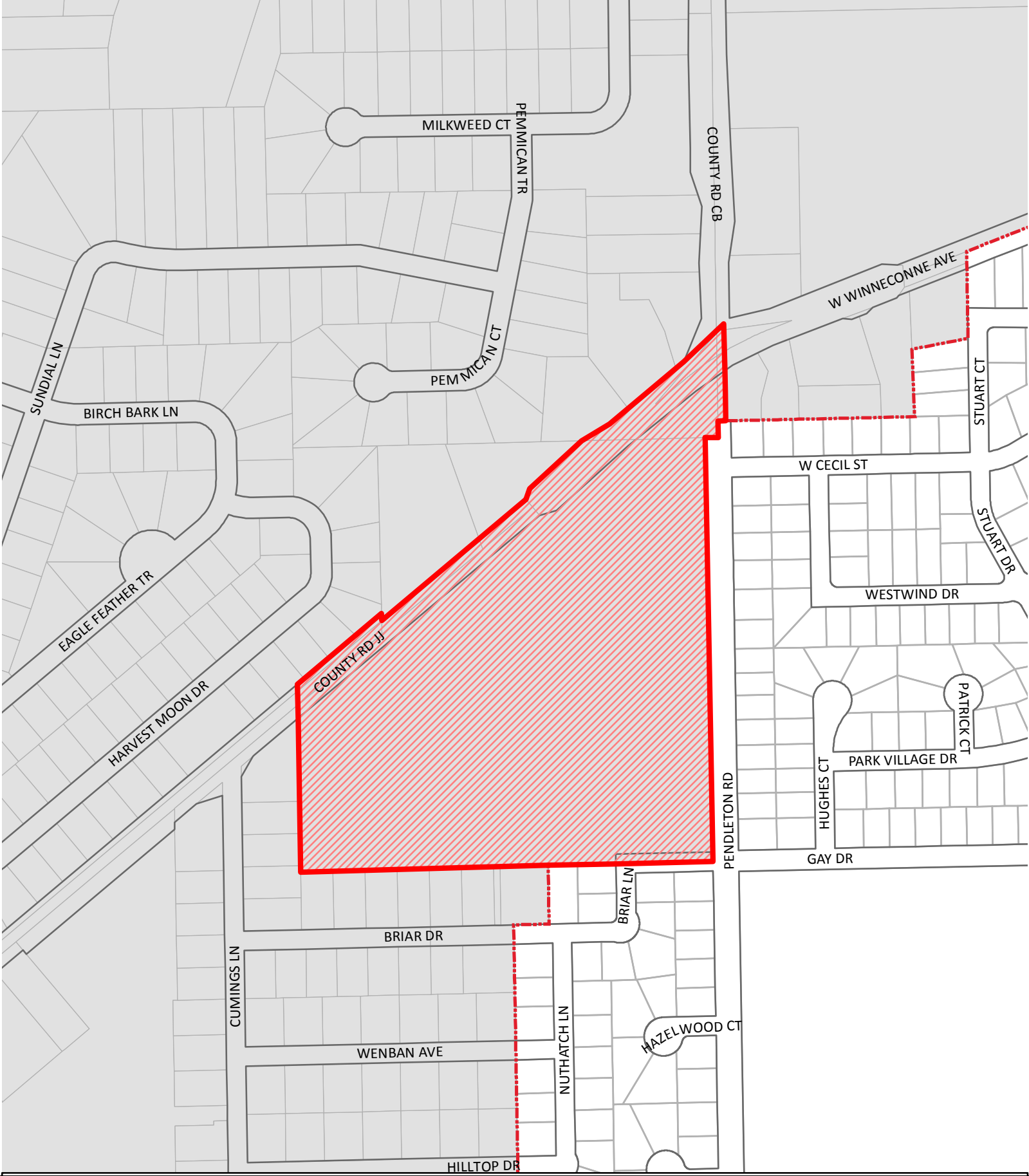
	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>TIF #10</b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 1,142,445</b>	<b>\$ 1,136,452</b>	<b>\$ 1,136,452</b>	<b>\$ 48,460</b>
<u><b>Revenues</b></u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	15,000	1,510,000	10,000	10,000
Transfers In	-	-	-	-
<b>Total Revenues</b>	<b>15,000</b>	<b>1,510,000</b>	<b>10,000</b>	<b>10,000</b>
<u><b>Expenditures</b></u>				
Capital Outlay - Current Budget	20,993	1,510,000	10,000	10,000
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>20,993</b>	<b>1,510,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>(5,993)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ 1,136,452</b>	<b>\$ 1,136,452</b>	<b>\$ 1,136,452</b>	<b>\$ 48,460</b>
<b>Capital Outlay - Carry Forwards</b>	<b>(1,087,992)</b>	<b>(1,087,992)</b>	<b>(1,087,992)</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 48,460</b>	<b>\$ 48,460</b>	<b>\$ 48,460</b>	<b>\$ 48,460</b>

<b>TIF #10 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Land Assemblage - 2019, 2021	\$ 405,692	\$ 405,692	
Parking Ramp Design - 2019 - 2022	682,300	682,300	
* Arrowhead Park Fiber - 2022	50,000	-	
<b>Total Carry Forwards to 2024</b>	<b>\$ 1,137,992</b>	<b>\$ 1,087,992</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Tax Increment Districts (TID)**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<b><u>2025 TAX INCREMENT DISTRICTS</u></b> <b><u>TID #10 - Near Downtown District</u></b> <i>Project expenditures can be made through 8/5/2037.</i>				
1 Planning / marketing / project support	\$ 10,000	\$ 10,000	\$ 10,000	
2 Parking Structure - <a href="#">Moved to fiscal year 2026</a>	18,000,000	-	-	
<b>Total 2025 TID #10 - Near Downtown District</b>	<b>\$ 18,010,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>


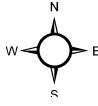
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-  TID 11
-  City of Neenah
-  Town of Neenah

FIGURE 1  
Tax Increment Financing District #11  
TID Boundary Map

1 inch = 384 feet



**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #11 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #11 Fund Pendleton Development Area**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #11 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #11.

**Description:** The area within TID #11 is characterized by a large area of undeveloped property on the fringe of the City that is bound by low density residential development on three sides and a commercial corridor along its remaining border. The site has been planned for and is expected to be developed as a multi-family home development. The basic development objectives of this plan are the following: project and site improvements, traffic improvements, public-private partnerships to achieve high value development, land assembly, the preservation of open space and maximization of public infrastructure, and the opportunity to offer a superior quality of life.

**Created:** 01/01/2015  
**Amendment #1:** n/a  
**Max Exp. Date:** 02/01/2033  
**Max Close Date:** 02/01/2038

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #11</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ (59,275)</b>	<b>\$ 522,220</b>	<b>\$ 522,220</b>	<b>\$ 407,220</b>
<b><u>Revenues</u></b>				
Intergovernmental	500,000	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	140,000	18,500	19,000	14,200
Transfers In	-	-	-	-
Total Revenues	640,000	18,500	19,000	14,200
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	58,505	18,500	19,000	14,200
Transfers Out	-	-	-	-
Total Expenditures	58,505	18,500	19,000	14,200
Excess Revenues Over (Under) Expenditures	581,495	-	-	-
Fund Balance (Deficit), December 31 (Before Carry Forwards)	<b>\$ 522,220</b>	<b>\$ 522,220</b>	<b>\$ 522,220</b>	<b>\$ 407,220</b>
Capital Outlay - Carry Forwards	(115,000)	(115,000)	(115,000)	-
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 407,220</b>	<b>\$ 407,220</b>	<b>\$ 407,220</b>	<b>\$ 407,220</b>

<b>TIF #11 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Utility, Pedestrian Trail & Street Improvements - 2023	\$ 125,000	\$ 115,000	
<b>Total Carry Forwards to 2024</b>	<b>\$ 125,000</b>	<b>\$ 115,000</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Tax Increment Districts (TID)**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 TAX INCREMENT DISTRICTS</u></b>				
<b><u>TID #11 - Pendleton Development Area</u></b>				
<i>Project expenditures can be made through 2/1/2033.</i>				
1 Planning / marketing / project support	\$ 10,000	\$ 10,000	\$ 10,000	
2 Fox Cities Regional Partnership	8,500	4,200	4,200	
<b>Total 2025 TID #11 - Pendleton Development Area</b>	<b>\$ 18,500</b>	<b>\$ 14,200</b>	<b>\$ 14,200</b>	<b>\$ -</b>

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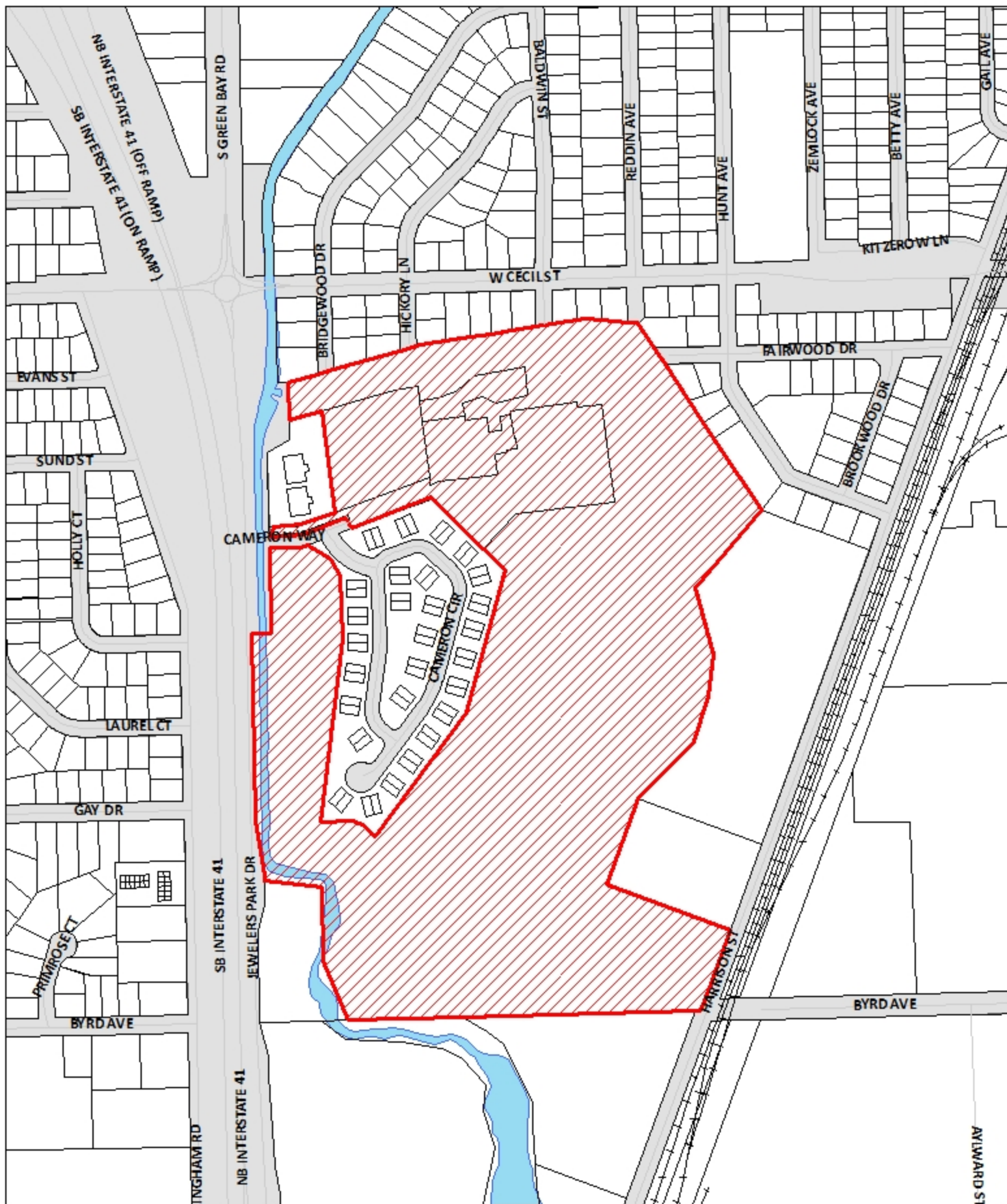


FIGURE 1  
Tax Increment Financing District #12  
TID Boundary Map

N  
W E  
S  
1 inch = 451 feet

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #12 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #12 Fund (Near Downtown District)**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #12 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #12.

**Description:** Tax Incremental District #12 is an overlay district characterized as a former golf course property in the interior of the City that is bound by low density residential development to the north and west, commercial development to the south and near its northern edge, and multifamily development to the east. The street network in the immediate area is in need of upgrading to improve access, traffic flow and safety. Pedestrian improvements are also warranted as is the installation of municipal infrastructure. The District consists of almost 69.33 acres of land currently zoned for mixed use development and is anticipated to redevelop primarily with a large multifamily redevelopment

**Created:** 01/01/2022  
**Amendment #1:** n/a  
**Max Exp. Date:** 08/03/2027  
**Max Close Date:** 08/03/2042

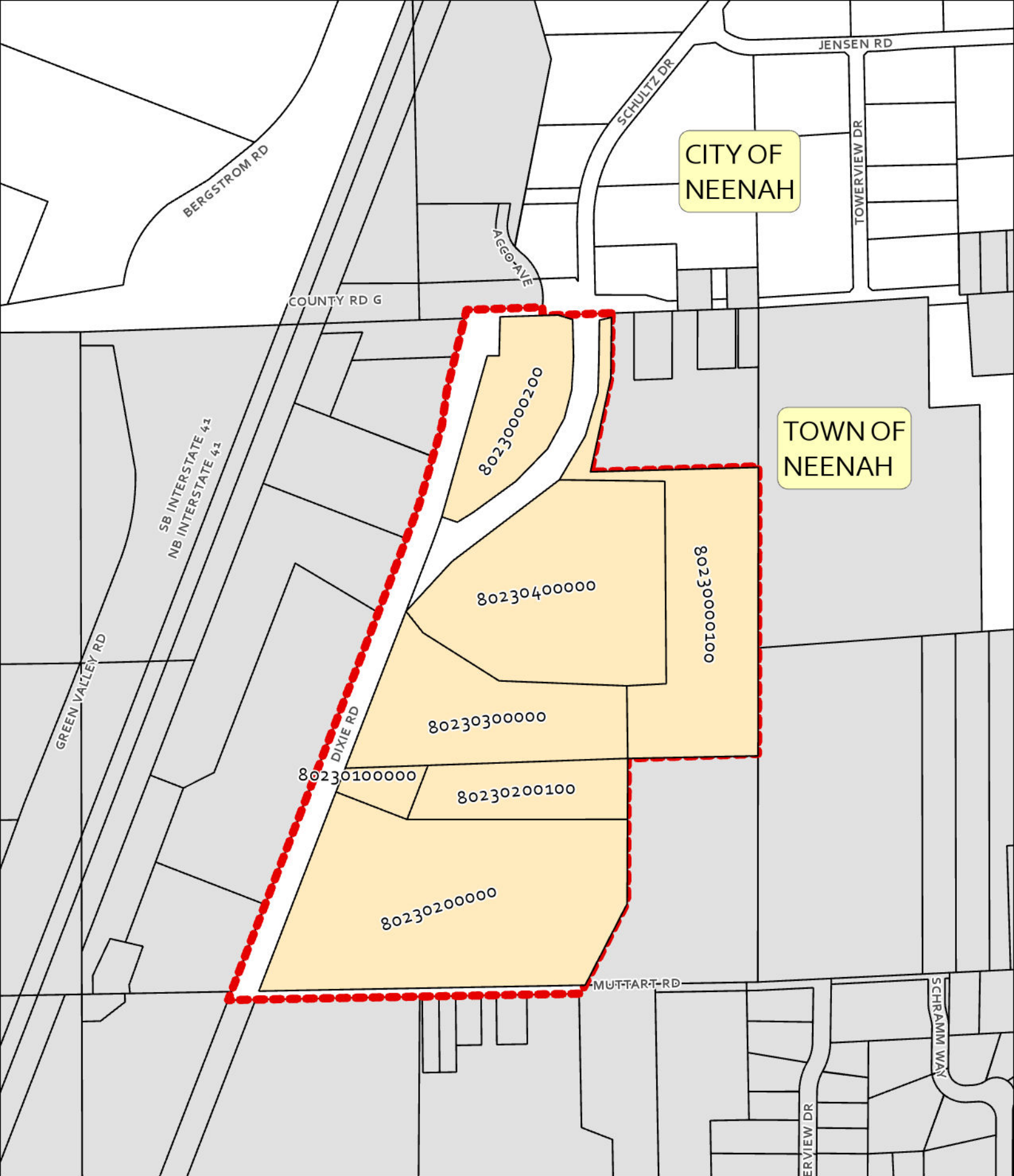
	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #12</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ (19,111)</b>	<b>\$ 321,417</b>	<b>\$ 321,417</b>	<b>\$ (7,544)</b>
<b><u>Revenues</u></b>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	865,000	763,500	720,170	19,200
Transfers In	-	-	-	-
<b>Total Revenues</b>	<b>865,000</b>	<b>763,500</b>	<b>720,170</b>	<b>19,200</b>
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	524,472	763,500	720,170	19,200
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>524,472</b>	<b>763,500</b>	<b>720,170</b>	<b>19,200</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>340,528</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ 321,417</b>	<b>\$ 321,417</b>	<b>\$ 321,417</b>	<b>\$ (7,544)</b>
<b>Capital Outlay - Carry Forwards</b>	<b>(328,961)</b>	<b>(328,961)</b>	<b>(328,961)</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ (7,544)</b>	<b>\$ (7,544)</b>	<b>\$ (7,544)</b>	<b>\$ (7,544)</b>

<b>TIF #12 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
North Pond Design - 2023	\$ 50,000	\$ 50,000	
North Pond Modifications - 2023	200,000	200,000	
North Creek Bridge - 2023	78,961	78,961	
<b>Total Carry Forwards to 2024</b>	<b>\$ 328,961</b>	<b>\$ 328,961</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Tax Increment Districts (TID)**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 TAX INCREMENT DISTRICTS</u></b>				
<b><u>TID #12 - Bridgewood Development Area</u></b>				
<i>Project expenditures can be made through 8/3/2037</i>				
1 Planning / marketing / project support	\$ 15,000	\$ 15,000	\$ 15,000	
2 Fox Cities Economic Development Partnership	8,500	4,200	4,200	
<b>Total 2025 TID #12 - Bridgewood Development Area</b>	<b>\$ 23,500</b>	<b>\$ 19,200</b>	<b>\$ 19,200</b>	<b>\$ -</b>

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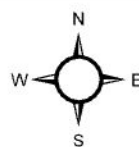
●● TID 13

Municipality Name

□ City of Neenah

■ Town of Neenah

**FIGURE 1**  
**Tax Increment Financing District #13**  
**TID Boundary**



**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> TIF #13 Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**Tax Incremental Financing District (TIF) #13 Fund (Industrial Park Expansion Area)**  
**2025 Budget**

The Tax Incremental Financing (TIF) District #13 Capital Fund accounts for site redevelopment, utility and access improvements, design and engineering and planning/ project support within TIF District #13.

**Description:** The Tax Incremental Financing District #13 is an area south of County Road G and east of Dixie Road. The area within the district is currently zoned for industrial uses and the land is suitable for industrial development. The proposed costs include land acquisitions, utility and traffic improvements, development assistance, and planning/project support.

**Created:** 01/01/2024  
**Amendment #1:** n/a  
**Max Exp. Date:** n/a  
**Max Close Date:** n/a

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b><u>TIF #13</u></b>				
<b>Fund Balance (Deficit), January 1</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Revenues</u></b>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	-	15,000	915,000	15,000
Transfers In	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>15,000</b>	<b>915,000</b>	<b>15,000</b>
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	-	15,000	915,000	15,000
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>15,000</b>	<b>915,000</b>	<b>15,000</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Capital Outlay - Carry Forwards</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>TIF #13 Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
None			
<b>Total Carry Forwards to 2024</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Tax Increment Districts (TID)**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 TAX INCREMENT DISTRICTS</u></b>				
<b><u>TID #13 - Industrial Park Expansion Area</u></b>				
<i>To be created in 2024</i>				
1 Planning / marketing / project support	\$ 15,000	\$ 15,000	\$ 15,000	
2 Intersection Signalization / Improvements (50% funded in each of TIDs 9 and 13) - Moved to Fiscal Year 2026	175,000	-	-	
<b><i>Total 2025 TID #13 - Industrial Park Expansion Area</i></b>	<b>\$ 190,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>

<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Budget</b> <b>Redevelopment Fund Capital Summarized</b></p>
--

**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 50,000
	<hr/>
<b><i>Total Funding Sources</i></b>	<b><u><u>\$ 50,000</u></u></b>

**Budgeted Expenditures**

Redevelopment (Non-TIF)	50,000
	<hr/>
<b><i>Total Expenditures</i></b>	<b><u><u>\$ 50,000</u></u></b>



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**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Redevelopment Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen/Chris Haese

**2025 Budget**

The Redevelopment Fund accounts for financing an construction of redevelopment planning and projects in non-TIF areas of the City, including serving as a clearing account for specific grant funded expenditures.

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 121,482</b>	<b>\$ 160,717</b>	<b>\$ 160,717</b>	<b>\$ 210,717</b>
<u>Revenues</u>				
Intergovernmental	-	-	-	-
Miscellaneous	-	-	-	-
Debt Issuance	50,000	50,000	50,000	50,000
Transfers In	-	-	-	-
Total Revenues	50,000	50,000	50,000	50,000
<u>Expenditures</u>				
Capital Outlay - Current Budget	10,765	50,000	-	50,000
Transfers Out	-	-	-	-
Total Expenditures	10,765	50,000	-	50,000
Excess Revenues Over (Under) Expenditures	39,235	-	50,000	-
Fund Balance (Deficit), December 31 (Before Grant Reconciliation)	<b>\$ 160,717</b>	<b>\$ 160,717</b>	<b>\$ 210,717</b>	<b>\$ 210,717</b>
Grant Reconciliation	160,717	160,717	-	-
<b>Fund Balance (Deficit), December 31 (After Grant Reconciliation)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,717</b>	<b>\$ 210,717</b>

<b>Redevelopment Fund Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Redevelopment Planning & Projects <a href="#">2021 - 2023</a>	\$ 160,717	\$ 160,717	
<b>Total Carry Forwards to 2024</b>	<b>\$ 160,717</b>	<b>\$ 160,717</b>	<b>\$ -</b>

<p style="text-align: center;"><b>City of Neenah</b></p> <p style="text-align: center;"><b>2025 Capital Improvements Budget</b></p> <p style="text-align: center;"><b>Detail Project Schedule - Redevelopment Fund (Non-TID)</b></p>
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PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<p style="text-align: center;"><b><u>2025 REDEVELOPMENT FUND</u></b></p> <p>1 Funds will assist with financing and construction of redevelopment planning and projects in non-TIF areas of the City.</p>	\$ 50,000	\$ 50,000	\$ 50,000	
<i>Total 2025 Redevelopment Fund</i>	\$ 50,000	\$ 50,000	\$ 50,000	\$ -

<p style="text-align: center;"><b>City of Neenah</b>  <b>2025 Budget</b>  <b>Public Facilities Capital Summarized</b></p>
---

**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 7,386,210
Parks and Recreation Grant Funding	1,050,000
Carry Forwards Applied	1,038,430
<b><i>Total Funding Sources</i></b>	<b><u>\$ 9,474,640</u></b>

**Budgeted Expenditures**

Administration Building	\$ 565,000
Police Station	210,000
Fire/Rescue Stations #31 & #32 (100% City Funded)	3,231,210
Public Works Garages	289,000
Parking Facilities	70,000
Bergstrom-Mahler Museum	35,000
Library	11,000
Park and Recreation	4,025,000
Arrowhead Park	1,038,430
Cemetery	-
<b><i>Total Expenditures</i></b>	<b><u>\$ 9,474,640</u></b>

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**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Public Facilities Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen

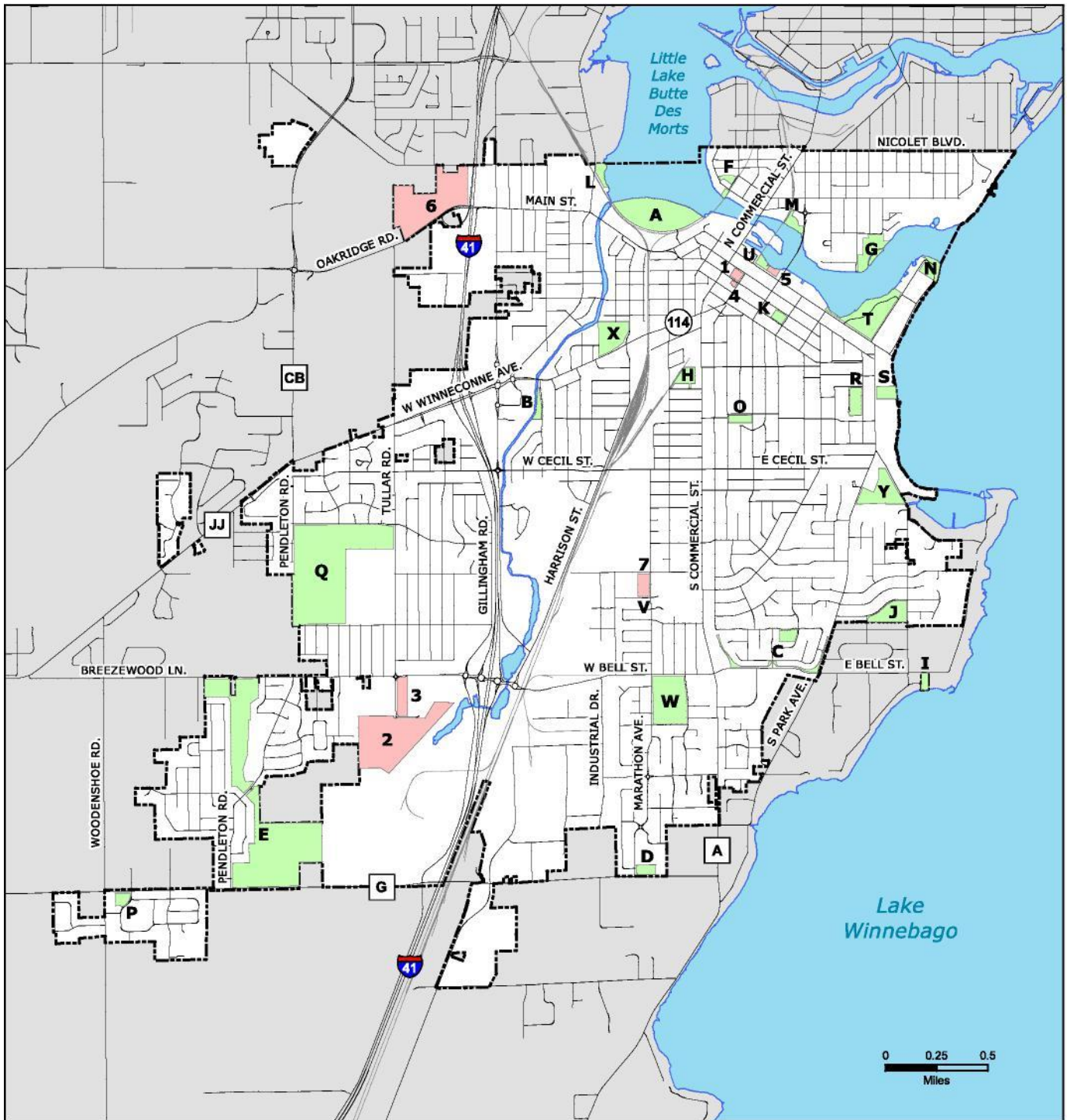
**2025 Budget**

The Public Facilities Fund accounts for all capital improvements to City owned public facilities such as buildings and parks.

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 7,152,186</b>	<b>\$ 3,050,353</b>	<b>\$ 3,050,353</b>	<b>\$ 381,813</b>
<u><b>Revenues</b></u>				
Intergovernmental	-	60,000	-	1,050,000
Miscellaneous	182,491	-	-	-
Debt Issuance	2,246,500	2,141,700	1,593,538	7,386,210
Transfers In	-	700,000	700,000	-
<b>Total Revenues</b>	<b>2,428,991</b>	<b>2,901,700</b>	<b>2,293,538</b>	<b>8,436,210</b>
<u><b>Expenditures</b></u>				
Capital Outlay - Current Budget	6,530,824	2,901,700	2,293,538	8,436,210
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>6,530,824</b>	<b>2,901,700</b>	<b>2,293,538</b>	<b>8,436,210</b>
Excess Revenues Over (Under) Expenditures	(4,101,833)	-	-	-
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ 3,050,353</b>	<b>\$ 3,050,353</b>	<b>\$ 3,050,353</b>	<b>\$ 381,813</b>
Capital Outlay - Carry Forwards	(2,668,540)	(2,668,540)	(2,668,540)	-
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 381,813</b>	<b>\$ 381,813</b>	<b>\$ 381,813</b>	<b>\$ 381,813</b>

<b>Public Facilities Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
Exhaust Fans (Police) <a href="#">2023</a>	\$ 20,000	\$ 9,922	
Building Addition (Police) <a href="#">2022</a> , <a href="#">2023</a>	888,035	888,035	
Outside LED Lamps (Police) <a href="#">2023</a>	15,200	15,200	
Station 32 Windows (Fire) <a href="#">2023</a>	91,757	89,357	
Station 32 Entrance Door and Side Glass (Fire) <a href="#">2023</a>	17,379	-	
Doty Seawall/Kimberly Point (Parks & Rec) <a href="#">2023</a>	22,569	22,569	
Resurface Basketball Courts (Parks & Rec) <a href="#">2022</a>	58,289	7,189	
Pool Basin Painting (Parks & Rec) <a href="#">2023</a>	2,607	1,367	
Misc. Asphalt Trails and Lots (Parks & Rec) <a href="#">2023</a>	20,160	20,160	
Doty Courts (Parks & Rec) <a href="#">2021</a>	6,680	-	
Slides at Appleblossom (Parks & Rec) <a href="#">2022</a>	18,302	17,000	
Cook Park (Parks & Rec) <a href="#">2023</a>	320,000	320,000	
Pool Diving Board (Parks & Rec) <a href="#">2023</a>	28,000	28,000	
Feasibility Study of Railroad Crossings (Arrowhead) <a href="#">2021</a>	100,000	100,000	
Westside Prairie / Prairie Path Design (Arrowhead) <a href="#">2021</a>	40,000	40,000	
Westside Road Realignment Design/Engineering (Arrowhead) <a href="#">2021</a>	40,000	40,000	
Westside Road Parking (Arrowhead) <a href="#">2021</a>	20,000	20,000	
Phase 1 Construction- Westside Utilities / Street / Parking (Arrowhead) <a href="#">2021</a>	600,000	600,000	
Design / Engineering - Park Access / Gateway / Millview (Arrowhead) <a href="#">2021</a> , <a href="#">2022</a>	238,436	238,436	
1st Floor Carpeting (Library) <a href="#">2022</a>	2,045	2,045	
Replace Air Damper (Library) <a href="#">2023</a>	7,000	7,000	
Replace Roof Exhaust (Library) <a href="#">2023</a>	5,000	5,000	
Solid State Starter for Elevator (Library) <a href="#">2023</a>	7,500	7,500	
New Boiler System Pressure Alarm (Library) <a href="#">2023</a>	3,000	3,000	
Renovate Tech/Circ Services (Library) <a href="#">2020</a>	5,347	5,347	
Resurface Tullar Garage Parking Lots (Public Works) <a href="#">2023</a>	46,227	46,227	
Salt Shed Roof (Public Works) <a href="#">2022</a> , <a href="#">2023</a>	25,186	25,186	
Traffic Shop Key Fobs (Public Works) <a href="#">2022</a>	5,368	-	
Resurface City Hall Parking Lot (Public Works) <a href="#">2023</a>	10,000	7,000	
Elevator Upgrade at City Hall (Public Works) <a href="#">2023</a>	110,592	103,000	
Repair Exterior Caulking at City Hall (Public Works) <a href="#">2020</a>	10,932	-	
<b>Total Carry Forwards to 2024</b>	<b>\$ 2,785,611</b>	<b>\$ 2,668,540</b>	<b>\$ -</b>

# City of Neenah Public Facilities



## Points of Interest

- 1 - City Hall
- 2 - City Garage
- 3 - Fire Station #31
- 4 - Fire Station #32
- 5 - Neenah Library
- 6 - Oakhill Cemetery
- 7 - Police Department

## City Parks

- A - Arrowhead Park
- B - Baldwin Park
- C - Bill Miller Park
- D - Castle Oak Park
- E - Carpenter Preserve
- F - Cook Park
- G - Doty Park
- H - Douglas Park

- I - Fresh Air Park
- 3 - Great Northern Park
- K - Green Park
- L - Herb & Dolly Smith Park
- M - Island Park
- N - Kimberly Point Park
- O - Laudan Park
- P - Liberty Park
- Q - Memorial Park

- R - Quarry Park
- S - Recreation Park/Pool
- T - Riverside Park
- U - Shattuck Park
- V - Skatepark
- W - Southview Park
- X - Washington Park
- Y - Wilderness Park

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Facilities**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 FACILITIES</u></b>				
<b><u>Administration Building</u></b>				
1 Window and entry door replacement - Improve building energy efficiency (Evaluate grants for energy efficient building improvements)	\$ 275,000	\$ 475,000	\$ 475,000	
2 Window sill replacement - Materials only, staff to install	30,000	30,000	30,000	
3 HVAC System - Continue upgrades with variable air valve unit replacement on 2nd floor.	60,000	60,000	60,000	
<b>Total 2025 Administration Building</b>	<b>\$ 365,000</b>	<b>\$ 565,000</b>	<b>\$ 565,000</b>	<b>\$ -</b>
<b><u>Police Department</u></b>				
1 Administration Room Upgrades. Admin offices/rooms will be 31 years old, showing age, and are not set up to be the most efficient. We will upgrade 3 offices and the conference room to include repairing cracked walls around windows, door frames, and corners; changing out cabinets and file drawers to increase storage and usability; replacing desks/office tables as needed; adjusting/replacing lighting to improve employee health and well-being; purchasing a new table and 10 new chairs for the conference room, as well as upgrading the countertops, cabinets, and technology in that room.	\$ 80,000	\$ 80,000	\$ 80,000	
2 Complete Carpet Replacement. Carpet is 14 years old and showing significant signs of wear. We intend to replace the carpet in hallways, common areas and office areas.	60,000	60,000	60,000	
3 Records room remodel: Reorganize cubicles and professional staff space to increase efficiency within the records department.	50,000	50,000	50,000	
4 Upgrade front desk area.	10,000	10,000	10,000	
5 Replacement of 31 year old office furniture in ISU. 8 sets of furniture	10,000	10,000	10,000	
<b>Total 2025 Police Department</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ -</b>
<b><u>Fire Department</u></b>				
1 ADA ramp exterior Station 32	\$ 100,000	\$ -	\$ -	
2 Phase 1 - Remodel fire station #31 on Tullar Rd. in 2020 a facilities study concluded that Station #31 needed to be replaced or a complete renovation of the current facility should be planned; including a new roof, exterior walls, complete gut to framing and rebuild of the fire station quarters to better meet the current and future needs of the fire department. In addition, to serving as a fire station, this location also houses the city's employee health clinic and IS server room, thus the cost of the remodel would be charged \$4,200,000 to NMFR and \$1,800,000 to Administration Facilities	3,000,000	3,000,000	3,000,000	
3 Provide key FOB entrance for Neenah fire stations (controlled by Neenah IS)	36,210	36,210	36,210	
4 Remodel of station #32 administration offices, conference room, approach and lobby (Was a carryforward in 2024, project did not occur , so the amount was used towards the borrowing in 2024)	-	195,000	195,000	
<b>Total 2025 Fire Department</b>	<b>\$ 3,136,210</b>	<b>\$ 3,231,210</b>	<b>\$ 3,231,210</b>	<b>\$ -</b>



**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Facilities**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>City Facilities</u></b>				
1 <u>Tullar Garage</u> : HVAC Upgrades Air handling units for Parks shop and mechanics area.	\$ 25,000	\$ 25,000	\$ 25,000	
2 <u>Tullar Garage</u> : Replace roof over Park's small equipment repair area - phase 3 of 5 to replace the original roof on the 1990 building (Approximately 4,860 SF)	84,000	-	-	
3 <u>Tullar Garage</u> : Replace roof over Park's small equipment repair area and Mechanics area - phase 3 and 4 of 5 to replace the original roof on the 1990 building (Approximately	-	120,000	120,000	
4 <u>Tullar Garage</u> : Vertical caulking, concentrating on West side of the building	30,000	30,000	30,000	
5 <u>Tullar Garage</u> : Overhead Door and Opener replacement: On-going project - 2 shop doors (3 and 4 of 9)	12,000	12,000	12,000	
6 <u>Tullar Garage</u> : Parks shop and Maintenance shop - Replace exterior door locks and change to electric key fobs	15,000	-	-	
7 <u>Tullar Garage</u> : Front office, woodshop and traffic shop - install electric key fobs	15,000	-	-	
8 <u>Tullar Garage</u> : Change the front main gate to fob access control	10,000	-	-	
9 <u>Tullar Garage</u> : Replace exterior door locks and install electric key fobs for Park's shop, Maintenance shop, front office, woodshop, traffic shop and front gate.	-	40,000	40,000	
10 <u>Tullar Garage</u> : Replace wall-mounted pressure washer in wash bay	15,000	15,000	15,000	
11 <u>Cecil Garage</u> : Replace water service and Roof/building maintenance	40,000	40,000	40,000	
12 <u>Tullar Garage</u> : Replace ceiling fans in Parks Shop	7,000	7,000	7,000	
<b>Total 2025 City Facilities</b>	<b>\$ 253,000</b>	<b>\$ 289,000</b>	<b>\$ 289,000</b>	<b>\$ -</b>
<b><u>Parking Facilities</u></b>				
1 <u>Church Street Ramp</u> : Replace 4 cast iron storm drain pipes at outside of ramp	\$ 72,000	\$ 40,000	\$ 40,000	
2 <u>Church Street Ramp</u> : Structure condition survey	15,000	15,000	15,000	
3 <u>Church Street Ramp</u> : Miscellaneous structure repairs	15,000	15,000	15,000	
<b>Total 2025 Parking Facilities</b>	<b>\$ 102,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ -</b>
<b><u>Bergstrom-Mahler Museum</u></b>				
1 Annual Subsidy. (Potential projects could include: HVAC repair/ replace, Paint and repair exterior trim and repair stucco, Slate roof repair and inspection.)	\$ 35,000	\$ 35,000	\$ 35,000	
<b>Total 2025 Bergstrom-Mahler Museum</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Facilities**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>Library</u></b>				
1 Replace circulating pumps (11 pumps)	\$ 45,000	\$ -	\$ -	
2 Reupholster 7 library chairs (public seating) - The seating in the youth department sees significant usage and the fabric is wearing thin.	9,000	7,000	7,000	
3 Level concrete by the Library's front doors	-	4,000	4,000	
<b>Total 2025 Library</b>	<b>\$ 54,000</b>	<b>\$ 11,000</b>	<b>\$ 11,000</b>	<b>\$ -</b>
<b><u>Parks and Recreation</u></b>				
<b><u>Development</u></b>				
1 Carpenter Preserve phase 1	\$ 315,000	\$ 100,000	\$ 100,000	
2 Kimberly Point lighthouse - ADA / historical preservation Final design / grant writing	20,000	20,000	20,000	
3 Doty Seawall replacement construction and stabilization - phase 1 (applying for grants to offset cost)	3,055,000	3,055,000	3,055,000	
<b>Funding Source:</b> Grant from DNR	-	(1,000,000)	(1,000,000)	
4 Flag memorial Shattuck Park	140,000	100,000	100,000	
<b>Funding Source:</b> Significant In-kind donor (Miron) has been secured and other donations	(100,000)	(50,000)	(50,000)	
5 Southview Courts (\$300,000 was adopted in 2024, project did not occur , so the amount was not borrowed for in 2024. An additional \$100,000 is needed to complete project, for a total of \$400,000)	-	400,000	400,000	
<b><u>Maintenance</u></b>				
6 Miscellaneous asphalt trails / parking lots program	35,000	35,000	35,000	
7 Building ADA upgrades	20,000	20,000	20,000	
<b><u>Play Equipment</u></b>				
8 Green Park	140,000	140,000	140,000	
9 Doty Park	155,000	155,000	155,000	
<b>Total 2025 Parks and Recreation</b>	<b>\$ 3,780,000</b>	<b>\$ 2,975,000</b>	<b>\$ 2,975,000</b>	<b>\$ -</b>
<b><u>Arrowhead Park</u></b>				
1 Phase 1 Construction- utilities / street / parking and Design / engineering for park access / Gateway / Millview	\$ 1,025,000	\$ 1,038,430	\$ 1,038,430	
<b>Funding Source</b> - Previous year's carry forward	(838,436)	(1,038,430)	(1,038,430)	
<b>Total 2025 Arrowhead Park</b>	<b>\$ 186,564</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Cemetery</u></b>				
None	None	None	None	
<b>Total 2025 Cemetery</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ALL 2025 FACILITIES</b>	<b>\$ 8,121,774</b>	<b>\$ 7,386,210</b>	<b>\$ 7,386,210</b>	<b>\$ -</b>

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Bergstrom-Mahler Museum	<b>Budget:</b> Bergstrom-Mahler Museum
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Amy Moorefield / John Timmer

**Goal/Responsibility:**

Bergstrom-Mahler Museum mission statement: *We provide extraordinary glass experiences to spark fun, kindle creativity, and illuminate learning for all.*

**Activities and Value:**

Bergstrom-Mahler Museum of Glass rebranded in 2012 to focus exclusively on glass art, playing to our strength in our permanent collection as well as providing our community a unique opportunity to see world class glass art. By creating an exhibition platform of high caliber, recognized artists, and focusing our education, as well as collecting, the museum is now ranked in the top five glass museums in the country as well as is the largest presenter of paperweights in the world. The museum has the unique distinction of being accredited by the American Alliance of Museums since 1974 and received re-accreditation in 2023. Visitors come from broader areas, spending overnights in the Fox Valley, and contributing to the area creative economy. The Museum is the exclusive admission-free museum in the Fox Cities.

**2024 Exhibitions include:**

- **Staff Picks: Selections from the Museum's Collection**, August 4, 2023 – April 21, 2024
- **Directing the Flow: The Art of Wes Hunting**, August 11, 2023 – February 4, 2024
- **2024 Fox Valley Area High School Glass Exhibition**, February 23, 2024 – April 14, 2024
- **Cheers! Remarkable Goblets from the Boroff Collection**, April 19, 2024 – July 28, 2024
- **Language of Light: Stephanie Sara Lifshutz**, April 26, 2024 – October 13, 2024
- **Feathered Friends: Birds in Glass**, April 26, 2024 – September 8, 2024
- **One-of-a-Kind: Unique Perthshire Paperweights**, May 24, 2024 – January 26, 2025
- **Molten: 30 Years of American Glass**, May 31, 2024 – August 11, 2024
- **Sharon Fujimoto**, August 9, 2024 – February 16, 2025
- **Farm to Flame: Gene Koss**, September 20, 2024 – February 9, 2025

**Staff Picks: Selections from the Museum's Permanent Collection**, August 4, 2023 – April 21, 2024

Bergstrom-Mahler Museum of Glass is home to more than 5,000 works of art in glass. This exhibition features works hand-curated by fourteen members of the museum's staff. Highlighting works from each of our four major collections, including Victorian Art Glass baskets, Germanic glass, Studio glass, and paperweights, there's sure to be something to catch your fancy. On exhibit in the museum's Mabel R. McClanahan Memorial Study Gallery.

**Directing the Flow: The Art of Wes Hunting** – August 11, 2023 – February 4, 2024

Wisconsin-based artist Wes Hunting creates blown and cast glass vessels and sculpture featuring colorful palettes and Murrine inspired by past and present creations of artists working in Murano, Italy. Through the process of "painting" with colored glass and cold surface cutting, his newest creations invite the viewer to gaze inward into miniature worlds, paying homage to the aesthetics of overlay paperweights. Hunting studied under glass artist Henry Halem while attending Kent State from 1975 to 1979. He served as an assistant to Richard Ritter, and has taught at the University of Kansas, Tennessee College of Crafts, Florida Keys Community College, and the University of Wisconsin – Madison. His work can be found in museums throughout the country. As a result of his selection as the 1st Place winner, sponsored by Rosann Baum Milius, of the 2022 Glass Arts Festival, Hunting's art will be on exhibit in the museum's Wisconsin Gallery through February.

**2024 Fox Valley Area High School Glass Exhibition**, February 23, 2024 – April 14, 2024

Bergstrom-Mahler Museum of Glass provides extraordinary glass experiences to ignite creativity, spark fun, and cultivate learning for all. We are pleased to exhibit glass art made by area high school students in the 2024 Fox Valley Area High School Glass Exhibition. After creating glass art in the Museum's Glass Studio, students from over fourteen area high schools have the opportunity to share their work in this public setting. Bergstrom-Mahler Museum of Glass strives to encourage the creativity of talented young artists in the area with this annual exhibit. The 2024 Fox Valley Area High School Glass Exhibition and Glass Experience Days are supported in part by the Lilian Noble Memorial Fund.

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Bergstrom-Mahler Museum	<b>Budget:</b> Bergstrom-Mahler Museum
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Amy Moorefield / John Timmer

***Cheers! Remarkable Goblets from the Boroff Collection***, April 19, 2024 – July 28, 2024

Join us as we celebrate the recent acquisition of twelve glass goblets from the collection of Alan and Barbara Boroff. Showcasing exquisite melding of form and artistic attention, these goblets were collected over the past fifty years and were recently donated to the permanent collection of Bergstrom-Mahler Museum of Glass. Artists represented include Fritz Dreisbach, Claire Kelly, Anthony Schafermeyer, Ruth Siegel, Rita Revere, George Ponzini, Cody Nicely, Minh Douglas Martin, Shane Fero, Michael Egan, Robert Mickelson, Charles Savoie, and George Thiewes.

***Language of Light: Stephanie Sara Lifshutz***, April 26, 2024 – October 13, 2024

Stephanie Sara Lifshutz is an artist and educator residing in Brooklyn, New York. She began working with glass while studying at the University of Wisconsin – Madison as a graduate student. As an undergraduate, she attended Franklin & Marshall College, where she studied photography and printmaking. Stephanie's work is currently part of the traveling group exhibition, *She Bends*. A solo exhibition of her work, *no time at all*, was exhibited at Var Gallery in Milwaukee, Wisconsin in 2022. Other solo exhibitions include *but i don't mind*, UrbanGlass, 2020 and *PLEASE GO AWAY*, Rare Air, Governor's Island, New York. She was the recipient of a 2016 professional development grant from the University of Wisconsin. She currently teaches at Tyler School of Art & Architecture at Temple University in Philadelphia.

***Feathered Friends: Birds in Glass***, April 26, 2024 – September 8, 2024

Celebrating our feathered friends, this exhibition features artistic representations in glass of birds from across the world. From Antarctic Penguins to Baltimore Orioles, birds have provided inspiration for artists throughout history. Did you know that some of the earliest-cave drawings feature depictions of birds? Join us as we dive into the amazing world of birds in glass, with sculpture and paperweights from contemporary artists such as Renee Lalique, Marc Petrovic, Robin Grebe, Stephen Hodder, Rick Ayotte, and Shane Fero. On display in the Kimberly-Clark Gallery beginning this Spring!

***One-of-a-Kind: Unique Perthshire Paperweights***, May 24, 2024 – January 26, 2025

Perhaps no name is more synonymous with contemporary Scottish glass than that of Perthshire Paperweights. Founded in 1968 by Stuart Drysdale, Perthshire Paperweights was borne out of a desire to preserve the classic designs of antique millefiori paperweights produced by the French factories of Baccarat, Clichy and St. Louis. In fact, it was an article and accompanying photographs featuring the collection of the Bergstrom Art Center in the July, 1965 issue of Woman's Day magazine that piqued Drysdale's interest of creating paperweights in the style and artistry of the old masters. This exhibition features one-of-a-kind examples of Perthshire paperweights and related items. Some of the examples served as prototypes for later designs, while others were created to commemorate an event or memorialize an individual. On exhibit in the Mabel R. McClanahan Memorial Study Gallery.

***Molten: 30 Years of American Glass***, May 31, 2024 – August 11, 2024

From seemingly traditional to wildly abstract, glass artwork from the Leigh Yawkey Woodson Art Museum collection highlights the range of studio glass experimentation from the 1970s through the 1990s. The Studio Glass movement – with origins in Wisconsin, its spread to the East and West Coasts through a student-teacher network led by glass artist Harvey K. Littleton, and international reverberations – ushered in a new approach. In a radical departure from glass manufactured in factories, studio glass was designed and created by the same person – the artist. From initial studio glass experimentation to more technical subsequent methods, *Molten* showcases the possibilities unlocked by this new and ever-exploratory artistic approach. Bergstrom-Mahler Museum of Glass is grateful to the Lee Yawkey Woodson Museum of Art for their loan of *Molten*. On exhibit in the Mahler Gallery.

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Bergstrom-Mahler Museum	<b>Budget:</b> Bergstrom-Mahler Museum
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Amy Moorefield / John Timmer

***Sharon Fujimoto***, August 9, 2024 – February 16, 2025

Based in Amherst Junction, Wisconsin, artist Sharon Fujimoto creates art and functional objects using glass as the basic medium. She believes in the simplicity of form and color and the fact that "...accidents" are a beautiful thing." She says, "I am not the master of my medium, I simply go with the flow as a witness, a participant and a supervisor. The end result is a one-of-a-kind object that will hopefully endure trends and fads – a piece that will make a connection with the artist and the viewer.

As a result of her selection as the 1st place winner, sponsored by Rosann Baum Milius, of the 2023 GLASS Arts Festival, Fujimoto's art will be on exhibit in the museum's Blue Gallery through February.

***Farm to Flame: Gene Koss***, September 20, 2024 – February 9, 2025

After obtaining his Master of Fine Arts degree at Tyler School of Art at Temple University, Gene Koss started the Tulane University glass program and brought the movement of glass art to New Orleans. He uses steel and glass to create monumental works. Working with serial cast glass parts to enlarge scale and combining these elements with iron and neon, he has raised glass sculpture to the realm of public art. Koss's work has had a profound impact on American artists working in both steel and glass media. Koss is the recipient of numerous awards including the National Endowment for the Arts; the New Orleans Community Arts Award; and Pace-Willson Art Foundation grants. His work is included in numerous private collections and has been displayed in museums and galleries throughout the United States and abroad, including the International Biennale for Contemporary Art in Florence, Italy, and has been featured in International Glass Art, Contemporary Glass-Color, Light & Form and Glass Art from Urban Glass publications. Koss is represented by Arthur Roger Gallery in New Orleans, LA.. In 2019 Gene Koss Sculpture was published by Arnoldsche Art Publishers, Stuttgart, Germany, and released internationally. The monograph features Koss' most important artistic achievements created during his 45-year career, and, through insightful essays by well recognized critics and curators, places his sculptures in historic perspective.

**Thursday Evenings**

We open our doors until 8:00pm on Thursdays. This offers the museum to the community after normal business hours and provides a regular opportunity for evening visits. The museum has committed to extending our hours of operation to reach a larger audience, admission free.

**Art After Dark**

A popular means to serve a younger audience and keep extended hours at the museum. The family friendly event, held in the evenings, was created to try and reach a new audience, one that might not be comfortable with traditional museum settings. This has proven to be very popular with the community and is admission free.

**SPARK!**

SPARK! is a cultural program for people with early- to mid-stage memory loss and their care partners. We welcome participants to stay actively engaged in their communities while joining peers to experience art, culture and nature in a comfortable environment with specially trained staff and volunteers. Offered free every second Tuesday of the month from 10:30am to noon, reservations suggested.

**GLASS Arts Festival:** Created in 2022 and held on the second Saturday in August, the GLASS Arts Festival brings glass artists from around the US and community together for a fun-filled day full of free kids activities, glass blowing demonstrations, glass art for sale, exhibitions, music, and food. In 2024, the museum welcomed over 5,200 community members.

Bergstrom-Mahler Museum of Glass continues to participate in collaborative programming with the Neenah Arts Council.

**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Bergstrom-Mahler Museum	<b>Budget:</b> Bergstrom-Mahler Museum
<b>Program:</b> Culture and Recreation	<b>Submitted by:</b> Amy Moorefield / John Timmer

2024 Outside services: \$58,036 (FY end June 2024) Detail report attached.

2024 General Maintenance/Supplies: \$1,771 (FY end June 2024)  
Maintenance and janitorial supplies, tools and non-capital building maintenance. Detail report attached.

2024 Utilities: \$36,168 (FY end June 2024) Detail report attached.

**Fiscal Year 2024 Service, Maintenance, and Utilities Total: \$95,975** (FY end June 2024)

**2024 Allocation spent on:** HVAC repair (Bassett/Heat & Power), Irrigation System, Roof repair, and Tree Removal. Detail report attached.

**2025 Capital Request:**

HVAC repair/replace (\$20,000 pending estimate), Repair stucco and wood exterior (\$10,000 pending estimate), Slate roof repair (\$5,000 pending estimate), Accessibility ramps on lakeside areas (\$10,000 pending estimate).

**Major Increases (Decreases) in 2025 Budget Request:**

The museum has independently maintained the building and equipment, as well as invested significantly in improvements for the 50+ years of its existence. At this time, we would like to request \$35,000 for the planned 2025 capital improvements.

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<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Budget</b> <b>Capital Equipment Summarized</b></p>
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**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 4,090,880
Winnebago County Spirit Fund Grant - NMFR	305,600
<b><i>Total Funding Sources</i></b>	<b><u>\$ 4,396,480</u></b>

**Budgeted Expenditures**

City Clerk	\$ 8,100
Information Systems	870,000
Police	406,890
Fire/Rescue (61.12% of Consolidated Department)	1,254,490
Public Works and Recycling	1,527,000
Community Development	25,000
Library	-
Parks and Recreation	155,000
Cemetery	150,000
<b><i>Total Expenditures</i></b>	<b><u>\$ 4,396,480</u></b>



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**CITY OF NEENAH  
2025 CAPITAL BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Capital Equipment Fund
<b>Program:</b> Capital Program Funds	<b>Submitted by:</b> Vicky K. Rasmussen

**2025 Budget**

The Capital Fund accounts for the purchase of all capital equipment within all City departments.

	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Budget</b>
<b>Fund Balance (Deficit), January 1</b>	<b>\$ 2,026,171</b>	<b>\$ 2,697,894</b>	<b>\$ 2,697,894</b>	<b>\$ 922,323</b>
<b><u>Revenues</u></b>				
Intergovernmental	75,950	-	137,232	305,600
Miscellaneous	-	50,000	-	-
Debt Issuance	2,600,640	2,715,560	2,673,407	4,090,880
Transfers In	-	-	-	-
<b>Total Revenues</b>	<b>2,676,590</b>	<b>2,765,560</b>	<b>2,810,639</b>	<b>4,396,480</b>
<b><u>Expenditures</u></b>				
Capital Outlay - Current Budget	2,004,867	2,765,560	2,810,639	4,396,480
Transfers Out	-	-	-	-
<b>Total Expenditures</b>	<b>2,004,867</b>	<b>2,765,560</b>	<b>2,810,639</b>	<b>4,396,480</b>
<b>Excess Revenues Over (Under) Expenditures</b>	<b>671,723</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (Before Carry Forwards)</b>	<b>\$ 2,697,894</b>	<b>\$ 2,697,894</b>	<b>\$ 2,697,894</b>	<b>\$ 922,323</b>
<b>Capital Outlay - Carry Forwards</b>	<b>(1,775,571)</b>	<b>(1,775,571)</b>	<b>(1,775,571)</b>	<b>-</b>
<b>Fund Balance (Deficit), December 31 (After Carry Forwards)</b>	<b>\$ 922,323</b>	<b>\$ 922,323</b>	<b>\$ 922,323</b>	<b>\$ 922,323</b>

<b>Capital Equipment Carry Forwards to 2024 from Adopted CIP</b>			
<b>Project Description</b>	<b>Adopted CIP</b>	<b>Mayor Proposed</b>	<b>Council Adopted</b>
ERP Suite (Information Systems) <a href="#">2023</a>	\$ 31,468	\$ 31,468	
Multi-Year Software/Maintenance Contracts (Information Systems) <a href="#">2021, 2022, 2023</a>	309,527	309,527	
Cybersecurity Analysis (Information Systems) <a href="#">2023</a>	27,311	27,311	
Smart Cities Initiatives (Information Systems) <a href="#">2020, 2021</a>	139,626	139,626	
Door Swipe Access Control (Information Systems) <a href="#">2019</a>	18,511	18,511	
Wireless Network Upgrade (Information Systems) <a href="#">2023</a>	52,800	52,800	
Switch Upgrades (Information Systems) <a href="#">2022</a>	90,061	90,061	
Redundant Data Storage (Information Systems) <a href="#">2023</a>	75,000	75,000	
Fiber Builds (Information Systems) <a href="#">2023</a>	49,500	49,500	
City Computer Equipment (Information Systems) <a href="#">2023</a>	24,770	24,770	
Microsoft Office 365 (Information Systems) <a href="#">2023</a>	7,313	7,313	
Mobile Radio Replacement (Police) <a href="#">2023</a>	142,284	140,000	
Vehicle Purchases (Police) <a href="#">2023</a>	6,419	6,419	
SWAT Vest Plates (Police) <a href="#">2023</a>	12,480	8,210	
Portable Radios (Fire) <a href="#">2023</a>	150,950	150,950	
Mobile Data Computers - MDCs (Fire) <a href="#">2023</a>	28,960	28,960	
Utility Service Truck (Public Works) <a href="#">2023</a>	80,000	80,000	
Utility Service Truck (Public Works) <a href="#">2023</a>	25,000	25,000	
Plow Truck w/ Salter (Public Works) <a href="#">2023</a>	249,145	241,000	
Plow Truck w/o Salter (Public Works) <a href="#">2023</a>	229,145	229,145	
Engineering Car (Public Works) <a href="#">2023</a>	40,000	40,000	
<b>Total Carry Forwards to 2024</b>	<b>\$ 1,790,270</b>	<b>\$ 1,775,571</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Capital Equipment**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 CAPITAL EQUIPMENT</u></b>				
<b><u>DOLAS / City Clerk</u></b>				
1 Badger Books - one (1) server and six (6) clients	\$ 8,560	\$ 8,100	\$ 8,100	
<b><i>Total 2025 DOLAS / City Clerk</i></b>	<b>\$ 8,560</b>	<b>\$ 8,100</b>	<b>\$ 8,100</b>	<b>\$ -</b>
<b><u>Information Systems</u></b>				
1 Enterprise Resource Planning Suite (ERP). As the City's ERP implementation continues this funding will be utilized for application implementations and modifications, training and SaaS Cloud access fees. When this project was initiated in 2019 it was anticipated to be a 3 - 4 year project. Benefits will include seamless integration for data sharing between nearly all City applications, ability to more easily introduce dashboards and analytics for decision making and extending services to the public more efficiently through web portals.	\$ 200,000	\$ 240,000	\$ 240,000	
2 Multi-Year Hardware/Software Maintenance Agreements. Carrying on the effort to budget expenditures and tax levy dollars most efficiently, these additional funds will provide the necessary funding to implement 5 year agreements for hardware/software solutions purchased in 2024.	330,000	410,000	410,000	
3 Computer Replacement Fund. Ongoing fund to replace aging and low-performance endpoints such as desktops, laptops and thin clients.	30,000	40,000	40,000	
4 Technology Replacement Fund. This funding will provide us the ability to upgrade aging hardware, and replace equipment when it is at end of life or experiences hardware failure. Currently planning 2025 funds for replacment of end of life access control hardware, security cameras, and phone system equipment.	65,000	65,000	65,000	
5 Fiber Builds/Acquisitions - Expansion of the City's Fiber Infrastructure to meet the City's technology initiatives, including Smart Cities.	50,000	60,000	60,000	
6 Citizen Request System. CRM Systems give the citizen, the the ability to report non-emergency neighborhood issues in a variety of electronic methods. Once the request is submitted it is routed to the the appropriate city staff in the form of a work order to resolve. The system provides transparency to the community as requests can be tracked on the City's website. Some issues that can be reported are parks issues, cemetery issues, dead / dying / fallen trees / limb / shrubs, garbage / recycling / junk & debris, potholes / pavement / curbs / manhole, Etc	15,000	15,000	15,000	
7 Data Center Air Conditioning. Replace current AC unit in Production Data Center. This unit was purchased in 2011 and struggles to maintain acceptable temperatures during stretches of hot weather because of the increase of devices added to the room. <i>Deferred from 2024 budget.</i>	40,000	40,000	40,000	
<b><i>Total 2025 Information Systems</i></b>	<b>\$ 730,000</b>	<b>\$ 870,000</b>	<b>\$ 870,000</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Capital Equipment**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>Police Department</u></b>				
1 Vehicle purchases: Squads 1, 5, 28, 29 and 34	\$ 282,500	\$ 282,500	\$ 282,500	
2 Axon body cam equipment contract (3rd year out of 5-year contract with body cam provider). The contract is a service agreement, as well as equipment replacement. This includes new cameras and equipment upon signing, halfway (2.5 years), and at the end of the contract (5 years), replacing equipment 3 times in 5 years.	40,550	40,550	40,550	
3 Axon Taser 7. Payment 5 of 5. Continued payment on purchase of 20 Taser 7s. Cost includes all training cartridges and accessories per year.	18,840	18,840	18,840	
4 ISU Crime Scene evidence documentation cameras, lens and equipment to replace the current equipment from 2005/2006	20,000	20,000	20,000	
5 Ballistic helmets (14)	15,000	15,000	15,000	
6 In-car video recording system replacement for 10 squads. Includes removal of old camera system and install of new Axon cameras, as well as yearly maintenance fees. Payment 1 of 5.	30,000	30,000	30,000	
<b>Total 2025 Police Department</b>	<b>\$ 406,890</b>	<b>\$ 406,890</b>	<b>\$ 406,890</b>	<b>\$ -</b>
<b><u>Fire Department (Neenah Share Only)</u></b>				
1 Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. <b>Total projected cost \$50,000.</b> City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes	\$ 30,560	\$ 30,560	\$ 30,560	
2 New rescue/engine 32 to replace a 2005 Pierce Quantum reserve engine and extrication tools. <b>Total projected cost for the new engine and necessary equipment is \$800,000.</b> The 2008 Pierce Velocity E32 would be moved to reserve status. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes - <a href="#">Move to fiscal year 2026</a>	488,960	488,960	-	
3 Purchase of Heavy Duty Rescue for multiple special operations response. <b>Total project cost is \$800,000</b> for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes - <a href="#">Contractually obligated</a>	488,960	488,960	488,960	
4 Purchase of a one-ton pick up truck for towing small equipment (boat, trailer etc.) <b>Total project cost is \$75,000</b> for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes	45,840	45,840	45,840	
5 Mobile hoist. Hoist is needed to work on fire apparatus and staff vehicles. At this time, we have an unsafe method of trying to work on vehicles and at times have to send trucks to outside vendors for repairs when we could do these in-house. We have a used hoist that was given to us by Menasha DPW when they received a new one. However, this will not hold the weight of the trucks. <b>Total project cost is \$80,000.</b> City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes <a href="#">Move to fiscal year 2026</a>	48,900	48,900	-	

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Capital Equipment**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
6 Purchase of (2) light duty vehicles to replace F200 & F400 (used PD vehicles). <b>Total project cost is \$125,000</b> for equipment and lettering. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes - <a href="#">Move one light duty vehicle to fiscal year 2026</a>	76,400	76,400	38,200	
7 Purchase turnout gear. According to the National Fire Protection Association (NFPA) 1851 standard, turnout gear has a maximum service life of 10 years, regardless of its condition. NMFR follows these guidelines to protect our firefighters from risks posed by aging gear, which can include compromised protection against fire and exposure to hazardous substances. This Capital Improvement Program (CIP) budget will fund the replacement of older gear with new, NFPA-compliant equipment, ensuring continuous safety and protection for our personnel. Ensuring that all firefighters have up-to-date, properly maintained PPE is not only a best practice but a legal and ethical obligation to safeguard their health and well-being. Worn or outdated gear increases the risk of injury and exposure to harmful substances, including carcinogens. Replacing PPE at appropriate intervals is vital in reducing these risks and in complying with NFPA safety standards. <b>Total project cost is \$65,000.</b>	-	-	39,730	
8 Replace and upgrade of Training Tower, along with related buildings and props. In August of 2023 a windstorm damaged buildings and props on our training grounds. This event has created an unexpected opportunity to revamp our grounds and the types of training we are able to offer.  <a href="#">Funding Source:</a> Upgrades to the training grounds are estimated to be \$1,000,000 however, with insurance coverage and the award of a \$500,000 Winnebago County Spirit Fund grant significantly reduces the project cost. This project is for a shared facility for both Neenah and Menasha. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2025 cost distribution formula 61.12% is used for budgeting purposes Neenah's portion is \$611,200 less \$305,600 of grant = \$305,600 and Menasha's portion is \$388,800 less \$194,400 = \$194,400. This is before any insurance proceeds are received.	611,200  (305,600)	611,200  (305,600)	611,200  (305,600)	
<b>Total 2025 Fire Department</b>	<b>\$ 1,485,220</b>	<b>\$ 1,485,220</b>	<b>\$ 948,890</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Capital Equipment**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>Public Works</u></b> <i>(Equipment disposal value posted as general fund revenue)</i>				
1 Replace #8 - 2004 Single-axle patrol truck with wing. (Stainless steel box, no salter)	\$ 250,000	\$ 250,000	\$ 250,000	
2 Replace 25yd rear load garbage truck - number to be determined	275,000	275,000	275,000	
3 Replace 2019 New Way automated solid waste truck. Truck number to be determined.	375,000	375,000	375,000	
4 Replace #20 - 2005 3/4 ton pick-up with V-plow.	75,000	75,000	75,000	
5 Replace #1B - 2013 shop supervisors truck	65,000	65,000	65,000	
6 Replace #18 - 2006 1-ton dump truck (no plow)	80,000	80,000	80,000	
7 Replace #10A - 2009 14 yd. Tandem-axle patrol truck with wing and salter (stainless steel box, scaper blade)	315,000	315,000	315,000	
8 Replace administration building tractor (include snowblower, mower deck and salter)	50,000	50,000	50,000	
9 Purchase refuse and recycling carts - minimum order of 702	-	42,000	42,000	
<b>Total 2025 Public Works</b>	<b>\$ 1,485,000</b>	<b>\$ 1,527,000</b>	<b>\$ 1,527,000</b>	<b>\$ -</b>
<b><u>Community Development</u></b>				
1 Replace Inspection/Assessor vehicle. Low mileage used vehicles and lease options will be explored.	\$ 25,000	\$ 25,000	\$ 25,000	
<b>Total 2025 Community Development</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>
<b><u>Library</u></b> None	None	None	None	
<b>Total 2025 Library</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Parks and Recreation</u></b>				
1 Replace TR3 tractor	\$ 65,000	\$ -	\$ -	
2 Replace RO UTV	30,000	-	-	
3 Lawn Mower 4 - Moved up from fiscal year 2028	-	155,000	155,000	
<b>Total 2025 Parks and Recreation</b>	<b>\$ 95,000</b>	<b>\$ 155,000</b>	<b>\$ 155,000</b>	<b>\$ -</b>
<b><u>Cemetery</u></b>				
1 Replace 2004 TR1 Case hoe	\$ 150,000	\$ 150,000	\$ 150,000	
<b>Total 2025 Cemetery</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>
<b>TOTAL ALL 2025 CAPITAL EQUIPMENT</b>	<b>\$ 4,385,670</b>	<b>\$ 4,627,210</b>	<b>\$ 4,090,880</b>	<b>\$ -</b>

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<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Budget</b> <b>Sanitary Sewer Utility Capital Summarized</b></p>
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**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 512,500
Use of Reserves-Sanitary Sewer	500,000
<b><i>Total Funding Sources</i></b>	<b><u>\$ 1,012,500</u></b>

**Budgeted Expenditures**

System Repair / Replacement	\$ 890,000
Lift Station Upgrades	40,000
Other Improvements	82,500
<b><i>Total Expenditures</i></b>	<b><u>\$ 1,012,500</u></b>



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**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Sanitary Sewer Utility**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 SANITARY SEWER</u></b>				
1 Elm Street (Cecil - Division) 2600 ft. Replace main and laterals. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	\$ 680,000	\$ -	\$ -	
2 Reed Street (Cecil - Washington) 2600 ft. Replace main and laterals. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	770,000	-	-	
3 Laudan Boulevard (Elm - Reed) 700 ft. Install new main and laterals. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	84,000	-	-	
4 Hickory Lane (Cecil - Baldwin) 950 ft. Install new main and laterals. Coordinate with street construction. <a href="#">Moved forward from fiscal year 2029</a>	-	200,000	200,000	
5 Caroline Street (Lake - terminus) 430 ft. Install new main and laterals. Coordinate with street construction.	-	90,000	90,000	
6 Douglas Street (Henry - Commercial) 845 ft. Install new main and laterals (22). Coordinate with street construction.	-	180,000	180,000	
7 Elm Street (Division - Wisconsin) 870 ft. Install new main and laterals Coordinate with street construction. <a href="#">Moved forward from fiscal year 2028</a>	-	240,000	240,000	
8 Tullar Road (Rockledge Ln - Oakridge Rd) 750 ft. Install new sanitary sewer.	92,000	-	-	
9 Existing sanitary sewer system repairs/replacement. Various locations. Grouting, pipe joint sealing, sealing and repairing manholes, sliplining pipe, relaying mains, spot rehabilitation.	180,000	180,000	180,000	
10 Lift station upgrades. Various locations. Continuation of City-wide program begun in 1997.	40,000	40,000	40,000	
11 Pavement repair: Concrete and asphalt patches.	20,000	20,000	20,000	
12 Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	62,500	62,500	62,500	
<b>TOTAL 2025 SANITARY SEWER</b>	<b>\$ 1,928,500</b>	<b>\$ 1,012,500</b>	<b>\$ 1,012,500</b>	<b>\$ -</b>

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<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Budget</b> <b>Storm Water Utility Capital Summarized</b></p>
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**Budgeted Funding Sources**

General Obligation Borrowing Proceeds	\$ 1,320,000
<b><i>Total Funding Sources</i></b>	<b><u>\$ 1,320,000</u></b>

**Budgeted Expenditures**

Detention Pond Construction	\$ 500,000
Storm Sewer Repair / Replacement	480,000
Other Improvements	340,000
<b><i>Total Expenditures</i></b>	<b><u>\$ 1,320,000</u></b>

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**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Storm Water Utility**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 STORM WATER</u></b>				
1 Elm Street (Cecil - Division) / 2,600 ft. Misc. main and catch basin repairs. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	\$ 416,000	\$ -	\$ -	
2 Reed Street (Cecil - Washington) / 2,600 ft. Misc. main and catch basin repairs. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	220,000	-	-	
3 Laudan Boulevard (Elm - Reed) / 700 ft. Replace main, install laterals and catch basins. Coordinate with street construction. <a href="#">Postpone until Shattuck development plan is in place.</a>	70,000	-	-	
4 Caroline Street (Lake - terminus) 510 ft. Replace main, install laterals and catch basins. Coordinate with street construction.	-	10,000	10,000	
5 Douglas Street (Henry - Commercial) 8290 ft. Replace main, install laterals and catch basins. Coordinate with street construction.	-	210,000	210,000	
6 Elm Street (Division - Wisconsin) 1720 ft. Replace main, install laterals and catch basins. Coordinate with street construction. <a href="#">Moved from fiscal year 2028</a>	-	260,000	260,000	
7 Miscellaneous repairs/Various streets. Storm sewer mains, catch basins and leads. Includes work on street paving projects that aren't listed above. Annual appropriation to continue this program.	200,000	200,000	200,000	
8 Detention Ponds - Storm water management device development. \$150,000. Leading sites are Bridgewood Pond, Peckham Pond, Douglas Park Pond, Rec Park site.	300,000	500,000	500,000	
9 Developer reimbursement. Oversize storm pipes and ponds	50,000	50,000	50,000	
10 Mini storm sewer. Various locations. Limited funds are recommended to continue elimination of backyard drainage problems.	5,000	5,000	5,000	
11 Pavement repair: Concrete and asphalt patches.	60,000	60,000	60,000	
12 Engineering/Administrative costs related to CIP projects. Transfer to City's General Fund.	25,000	25,000	25,000	
<b>TOTAL 2025 STORM WATER</b>	<b>\$ 1,346,000</b>	<b>\$ 1,320,000</b>	<b>\$ 1,320,000</b>	<b>\$ -</b>

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<p style="text-align: center;"><b>City of Neenah</b> <b>2025 Budget</b> <b>Water Utility Capital Summarized</b></p>
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**Budgeted Funding Sources**

Utility Revenues	\$ 2,493,000
<b><i>Total Funding Sources</i></b>	<b><u>\$ 2,493,000</u></b>

**Budgeted Expenditures**

Distribution System - Replacements	\$ 1,398,000
Distribution System - New Mainline Extensions	-
Plant, Metering and Equipment	1,095,000
<b><i>Total Expenditures</i></b>	<b><u>\$ 2,493,000</u></b>



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**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Water Utility**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>2025 WATER UTILITY</u></b>				
<b><u>Distribution system - Replacements</u></b>				
1 Elm Street (Division - Cecil) 2,700' of 12" at \$180/ft. 42 lead services, 2 main leaks, 16 service leaks	\$ 511,000	\$ -	\$ -	
2 Reed Street (Division - Cecil) 2,700' of 8" at \$160/ft. 47 lead services, 22 service leaks	454,000	-	-	
3 Laudan Boulevard (Elm - Reed) 700' of 12" at \$120/ft	89,000	-	-	
4 S. Commercial Street Hydrant Relocations - 13 at \$4,000 per hydrant	-	55,000	55,000	
5 Fox River Crossing 12" Water Main	-	500,000	500,000	
6 Forest Manor Court (Marathon - Terminus) 910' of 8" at \$150/ft., 1 main leak. Poor overall pipe condition	144,000	144,000	144,000	
7 Alexander Drive (Bruce - S. Commercial) 735' of 8" at \$150/ft	116,000	116,000	116,000	
8 Lexington Court (Bruce - Terminus) 610' of 8" at \$150/ft	97,000	97,000	97,000	
9 Bruce Street (Parkwood - Lexington) 610' of 8" at \$140/ft. - Moved from 2026	97,000	97,000	97,000	
10 Hickory Lane (Cecil - Baldwin) 870' of 8" at \$170/ft., 15 lead services, 9 main breaks, 10 service leaks.	-	156,000	156,000	
11 Hickory Lane (Cecil - Terminus) 180' of 8" at \$170/ft.	-	33,000	33,000	
12 Caroline Street (Lake - Terminus) 360' of 8" at \$170/ft., 8 lead services, 1 main break	-	65,000	65,000	
13 Douglas Street (Henry - S. Commercial) 16 private lead services <a href="#">Note: The Utility is reimbursed as these are all private laterals.</a>	-	-	-	
14 Elm Street (Division - Wisconsin) 800' of 8" at \$160/ft., 26 lead services, 5 main breaks, 14 service leaks.	-	135,000	135,000	
<b><i>Total 2025 Distribution system - Replacements</i></b>	<b>\$ 1,508,000</b>	<b>\$ 1,398,000</b>	<b>\$ 1,398,000</b>	<b>\$ -</b>
<b><u>Distribution system - New Mainline Extensions</u></b>				
1 Oakridge Road (Oak Hill Cemetery - Tullar) and (Tullar - 250' West) 2,750' of 12" at \$160/ft	\$ 462,000	\$ -	\$ -	
<b><i>Total 2025 Distribution system - New Mainline Extensions</i></b>	<b>\$ 462,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><i>TOTAL 2025 DISTRIBUTION SYSTEMS</i></b>	<b>\$ 1,970,000</b>	<b>\$ 1,398,000</b>	<b>\$ 1,398,000</b>	<b>\$ -</b>

**City of Neenah**  
**2025 Capital Improvements Budget**  
**Detail Project Schedule - Water Utility**

PROJECT DESCRIPTION AND PLAN COMMENTS	ADOPTED CIP FOR 2025	2025 DEPARTMENT BUDGET REQUEST	MAYOR PROPOSED	COUNCIL ADOPTED
<b><u>Plant, Metering and Equipment</u></b>				
1 Meter and endpoint replacement program	\$ 500,000	\$ 500,000	\$ 500,000	
2 Replace 2012 Dump Truck. Dump trucks are on a 10-year replacement cycle	185,000	185,000	185,000	
3 Build and refurbish offices at Plant	80,000	80,000	80,000	
4 Miscellaneous tools and equipment	20,000	20,000	20,000	
5 Replace Leak Trailer. Trailers are on a 10-year replacement cycle	-	10,000	10,000	
6 Add plow to mini-dump truck	-	15,000	15,000	
7 Technology upgrade	10,000	10,000	10,000	
8 Miscellaneous consulting fees	20,000	20,000	20,000	
9 Miscellaneous Plant contingency	50,000	50,000	50,000	
10 Rebuild (1) Finished Water Pump	30,000	30,000	30,000	
11 Rebuild (1) Raw Water Pump	15,000	15,000	15,000	
12 Replace Finished Water VFDs (2)	35,000	35,000	35,000	
13 Replace (1) Air Scour VFD	25,000	25,000	25,000	
14 Repair / rebuild brick façade.	100,000	100,000	100,000	
<b>TOTAL 2025 PLANT, METERING AND EQUIPMENT</b>	<b>\$ 1,070,000</b>	<b>\$ 1,095,000</b>	<b>\$ 1,095,000</b>	<b>\$ -</b>
<b>TOTAL 2025 WATER UTILITY</b>	<b>\$ 3,040,000</b>	<b>\$ 2,493,000</b>	<b>\$ 2,493,000</b>	<b>\$ -</b>

**City of Neenah**  
**As of 12-31-23**  
**2023 and Prior CIP Project Funds to be Carried Forward to 2024**

PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<b>Information Systems</b>			
ERP Suite (Equipment) 2023	\$ 31,468	\$ 31,468	\$ 31,468
Multi-Year Software/Maintenance Contracts (Equipment) 2021, 2022, 2023	309,527	309,527	309,527
Cybersecurity Analysis (Equipment) 2023	27,311	27,311	27,311
Smart Cities Initiatives (Equipment) 2020, 2021	139,626	139,626	139,626
Door Swipe Access Control (Equipment) 2019	18,511	18,511	18,511
Wireless Network Upgrade (Equipment) 2023	52,800	52,800	52,800
Switch Upgrades (Equipment) 2022	90,061	90,061	90,061
Redundant Data Storage (Equipment) 2023	75,000	75,000	75,000
Fiber Builds (Equipment) 2023	49,500	49,500	49,500
City Computer Equipment (Equipment) 2023	24,770	24,770	24,770
Microsoft Office 365 (Equipment) 2023	7,313	7,313	7,313
<b>Police</b>			
Mobile Radio Replacement (Equipment) 2023	142,284	142,284	142,284
Vehicle Purchases (Equipment) 2023 - Council Amendment	26,419	26,419	6,419
SWAT Vest Plates (Equipment) 2023	12,480	12,480	12,480
Exhaust Fans (Facilities) 2023	20,000	20,000	20,000
Building Addition (Facilities) 2022, 2023	888,035	888,035	888,035
Outside LED Lamps (Facilities) 2021	15,200	15,200	15,200
<b>Fire</b>			
Portable Radios (Equipment) 2023	150,950	150,950	150,950
Mobile Data Computers - MDCs (Equipment) 2023	28,960	28,960	28,960
Station 32 Windows (Facilities) 2023	91,757	91,757	91,757
Station 32 Entrance Door and Side Glass (Facilities) 2023	17,379	17,379	17,379
<b>Parks/Cemetery</b>			
Doty Seawall/Kimberly Point (Facilities) 2023	22,569	22,569	22,569
Resurface Basketball Courts (Facilities) 2022	58,289	58,289	58,289
Pool Basin Painting (Facilities) 2023	2,607	2,607	2,607
Misc. Asphalt Trails and Lots (Facilities) 2023	20,160	20,160	20,160
Doty Courts (Facilities) 2021	6,680	6,680	6,680
Slides at Appleblossom - Previously Fresh Air Park (Facilities) 2022	18,302	18,302	18,302
Cook Park (Facilities) 2023	320,000	320,000	320,000
Pool Diving Board (Facilities) 2023	28,000	28,000	28,000
<b>Arrowhead Park</b>			
Feasibility Study of Railroad Crossings (Facilities) 2021	100,000	100,000	100,000
Westside Prairie / Prairie Path Design (Facilities) 2021	40,000	40,000	40,000
Westside Road Realignment Design / Engineering (Facilities) 2021	40,000	40,000	40,000
Westside Road Parking (Facilities) 2021	20,000	20,000	20,000
Phase 1 Construction- Westside Utilities / Street / Parking (Facilities) 2021	600,000	600,000	600,000
Design / Engineering - Park Access / Gateway / Millview 2021, 2022	238,436	238,436	238,436
<b>Library</b>			
1st Floor Carpeting (Facilities) 2022	2,045	2,045	2,045
Replace Air Damper - Previously Repair Roof Overhang (Facilities) 2023	7,000	7,000	7,000
Replace Roof Exhaust - Previously Repair Roof Overhang (Facilities) 2023	5,000	5,000	5,000
Solid State Starter for Elevator - Previously Repair Roof Overhang (Facilities) 2023	7,500	7,500	7,500
New Boiler System Pressure Alarm - Previously Repair Roof Overhang (Facilities) 2023	3,000	3,000	3,000
Renovate Tech/Circ Services (Facilities) 2020	5,347	5,347	5,347

**City of Neenah**  
**As of 12-31-23**  
**2023 and Prior CIP Project Funds to be Carried Forward to 2024**

PROJECT DESCRIPTION/ REASON FOR RECOMMENDATION	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<b>Non-TID Redevelopment</b>			
Redevelopment Planning & Projects 2021, 2022, 2023	160,717	160,717	160,717
<b>TID</b>			
Site Prep Work (TID 9) 2023	40,000	40,000	40,000
Land Assemblage (TID 10) 2019, 2021	405,692	405,692	405,692
Arrowhead Park Fiber (TID 10) 2022	50,000	50,000	50,000
Parking Ramp Design (TID 10) 2019 - 2022	682,300	682,300	682,300
Utility, Pedestrian Trail & Street Improvements (TID 11) 2023	125,000	125,000	125,000
Neenah Creek Bridge (TID 12) 2023	78,961	78,961	78,961
North Pond Design (TID 12) 2023	50,000	50,000	50,000
North Pond Modifications (TID 12) 2023	200,000	200,000	200,000
<b>Public Works/Sanitary/Storm</b>			
Utility Service Truck (Equipment) 2023	80,000	80,000	80,000
Utility Service Truck - Previously Air Compressor (Equipment) 2023	25,000	25,000	25,000
Plow Truck w/ Salter (Equipment) 2023	249,145	249,145	249,145
Plow Truck w/o Salter (Equipment) 2023	229,145	229,145	229,145
Engineering Car (Equipment) 2023	40,000	40,000	40,000
Resurface Tullar Garage Parking Lots - Previously City Lots Resurfacing (Facilities) 2023	46,227	46,227	46,227
Salt Shed Roof - Previously Front Entry Doors at City Hall (Facilities) 2022	5,385	5,385	5,385
Salt Shed Roof - Previously Tullar Garage Roof Repairs (Facilities) 2023	19,801	19,801	19,801
Traffic Shop Key Fobs (Facilities) 2022	5,368	5,368	5,368
Resurface City Hall Parking Lot (Facilities) 2023	10,000	10,000	10,000
Elevator Upgrade at City Hall (Facilities) 2023	110,592	110,592	110,592
Repair Exterior Calking at City Hall (Facilities) 2020	10,932	10,932	10,932
Commercial/Winneconne Intersection (Streets) 2023	115,000	115,000	115,000
Chestnut, Dieckhoff, Burr, Laudan, River, High Sts. (Streets) 2023	285,736	285,736	285,736
Undesignated Street Repair (Street) 2022	71,406	71,406	71,406
Industrial Dr. (Streets) 2017	81,456	81,456	81,456
Commercial/Bell Signal (Traffic Control) 2022	22,575	22,575	22,575
Traffic Signal Interconnect (Traffic Control) 2020	11,728	11,728	11,728
Signal Cabinet Upgrades (Traffic Control) 2020	6,265	6,265	6,265
Bell St. (Traffic Control) 2023	19,858	19,858	19,858
Jetter (Sanitary Sewer) 2023	524,145	524,145	524,145
Chestnut, River, High, Dieckhoff Sts. (Sanitary Sewer) 2023	285,445	285,445	285,445
Various Repairs and Replacements (Sanitary Sewer) 2021, 2022, 2023 - Council Amendment	531,933	531,933	231,933
Lift Station Upgrades (Sanitary Sewer) 2023	25,514	25,514	25,514
Doty Ave. Lift Station Generator (Sanitary Sewer) 2022	30,000	30,000	30,000
Bell St. (Sanitary Sewer) 2019 - Council Amendment	260,000	260,000	75,000
Main St. Lift Station (Sanitary Sewer) 2023	98,626	98,626	98,626
Various Repairs and Replacements (Storm) 2022, 2023	303,276	303,276	303,276
Developer Reimbursement (Storm) 2023	50,000	50,000	50,000
Detention Ponds (Storm) 2022, 2023	428,530	428,530	428,530
Chestnut St. (Storm) 2023	37,751	37,751	37,751
<b>Total Prior Years Non-Lapsing Project Funds</b>	<b>\$ 9,577,795</b>	<b>\$ 9,577,795</b>	<b>\$ 9,072,795</b>

Summary	
Function	Amount
Streets/Traffic Control	\$ 614,024
Equipment	1,790,270
Facilities	1,747,175
Arrowhead Park	1,038,436
Redevelopment	160,717
TIF #9	40,000
TIF #10	1,137,992
TIF #11	125,000
TIF #12	328,961
Sanitary Sewer	1,270,663
Storm Water	819,557
<b>Total</b>	<b>\$ 9,072,795</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Parking Utility Fund
<b>Program:</b>	<b>Submitted by:</b>
Enterprise Funds	G. Kaiser/A. Olson

Parking Utility Fund  
2025 Operating Budget

The City of Neenah's Parking Utility Fund was created by City Ordinance. Its purpose is to account for the operation of City-managed on-street and off-street parking facilities. All revenue and expenditure activities necessary to provide such services are accounted for in this fund. Such revenues include: Receipts from parking meters, lot and ramp permit sales, fines for parking violations, and the proceeds from land sales. The Parking operation incurs costs for the repair and maintenance of the various lots and ramps; salary and fringe benefits of police and maintenance personnel; related costs of the enforcement program including recordkeeping, cash handling and notice mailings; and, administrative costs of the traffic engineer and Finance Department. The costs of these services, which are generally performed by City staff, are paid to the General Fund. Excluded are costs of warrant services/court time, depreciation and towing costs. It is the intent of the fund to be self-sustaining, i.e., provide services to the extent of resources available.

Parking enforcement regulates parking on City streets and parking lots to allow for easy access to businesses and City attractions. It prevents unsightly abandoned vehicles and maintains safe passage for vehicles and pedestrians on City streets. It also maintains access for disabled persons; monitors metered, time restricted, handicapped, permit and reserved parking stalls; and, monitors posted no-parking areas. Parking tickets are issued to violators and parking violation notices generated and mailed for delinquent fines. It also facilitates the removal of abandoned vehicles on public and private streets and lots.

The Parking Utility is proposed to be moved to the General Fund in the 2025 budget in order to fund the structural deficit in the utility.

	2023 Actual	2024 Budget	2024 Estimate	2025 Request	2025 Proposed
Fund Balance, January 1	(\$297,845)	(\$156,564)	(\$156,564)	\$0	\$0
<b><u>REVENUES</u></b>					
Permits	201,379	230,570	222,960	0	0
Parking Fines	33,069	50,000	35,000	0	0
Transfer from General Fund	156,564	0	188,954	0	0
Total Revenue	\$391,012	280,570	\$446,914	0	0
<b><u>EXPENDITURES</u></b>					
Enforcement (Police)	\$43,611	\$94,950	60,400	0	0
Parking Lots	97,993	100,050	108,610	0	0
Parking Ramp - Canal	115,558	124,700	121,340	0	0
Administrative	(7,431)	0	0	0	0
Total Expenditures	\$249,731	\$319,700	\$290,350	0	0
Excess Revenues Over (Under)					
Expenditures	\$141,281	(\$39,130)	\$156,564	\$0	\$0
Fund Balance, December 31	(\$156,564)	(\$195,694)	\$0	\$0	\$0

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Parking Utility Fund
<b>Program:</b> Enterprise/Other Funds	<b>Submitted by:</b> G. Kaiser

**Parking Enforcement**  
**(044-2135-711)**

**Major Increases (Decreases) in 2025 Adopted Budget:** Moved to General Fund in 2025 budget.

**Parking Lots**  
**(044-7702-738)**

**Goals/Responsibilities:**

Maintain, clean, plow and haul snow from the following City owned or operated lots.

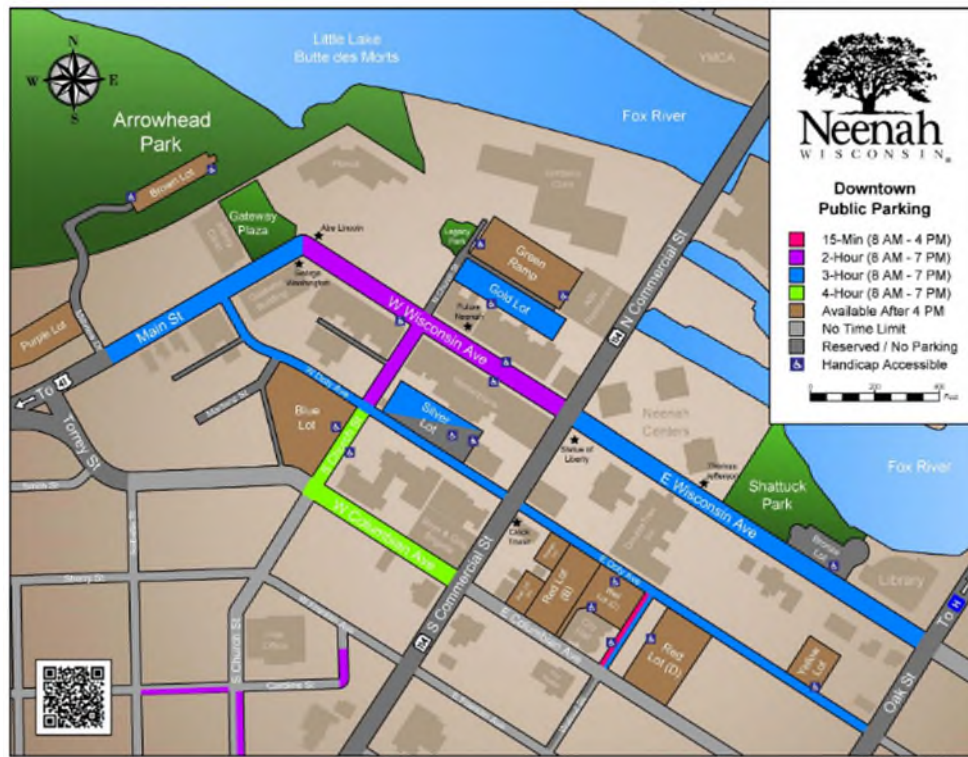
Lot No.	Description	Spaces <sup>1</sup>
1	Blue Lot (Church and W. Doty - leased from First Presbyterian Church)	129
2	Orange Lot (115 E. Doty Av)	16
3	Gold Lot (109 N. Church St)	51
4	High Street Lot (235 Bond St)	35
5	Silver Lot (119 W. Doty Av)	63
6	Red Lot A (216 Walnut St)	99
7	Red Lots B, C, D (around City Administration Building including 112 E. Columbian)	132
8	Brown Lot (Arrowhead Park, 355 Millview Dr)	62
9	Purple Lot (235 Main St)	70
10	Yellow Lot (231 E. Wisconsin Av)	75
11	Smith Street Lot (along Canadian National tracks between Sherry and Smith)	40
12	300 N. Commercial Lot (easement, no snow plowing)	12
13	322/328 N. Commercial Lot (easement)	12
14	307 N. Commercial Lot (easement, no snow plowing)	8
<b>TOTAL</b>		<b>804</b>

Note 1: Total parking spaces in the lot including handicapped accessible spaces.

Additional leased parking spaces that are not maintained by the City include:

Lot No.	Description	Spaces
15	Associated Lot (118 W. Columbian Av) <sup>2</sup>	60
<b>TOTAL</b>		<b>60</b>

Note 2: Leased from Associated Bank with maintenance billed to City.



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Parking Utility Fund
<b>Program:</b> Enterprise/Other Funds	<b>Submitted by:</b> G. Kaiser

**Parking Lots (cont'd)**  
**(044-7702-738)**

**2024 Accomplishments:**

- Maintained parking lots as required. Contracted maintenance of parking lot landscaping.
- Continued to address capacity changes resulting from the ongoing post-COVID return to in-office work.
- Made adjustments as necessary for downtown construction projects.

**2025 Goals/Plans:**

- Maintain all lots as required. Contract parking lot landscaping.
- Continue to implement recommendations of downtown parking management study.
- With Community Development, evaluate future surface lot and/or ramp needs.
- Prepare for adjustments to parking supply based on downtown redevelopment.
- Evaluate parking permit charges. The base rate permit charge for 2024 is \$25/month.
- Evaluate long-term lease arrangements that are near expiration.

**Major Increases (Decreases) in 2025 Budget:**

- Reduced Outside Services to reflect moving Gateway Park services from Parking Utility to Monument Maintenance.
- Moved to General Fund in 2025 budget.

**Parking Ramp**  
**(044-7705-738)**

**Goals/Responsibilities:**

Maintain the N. Church Street Ramp (930 spaces).

**2024 Accomplishments:**

- Continued to maintain the Church Street Ramp.
- Investigated and repaired areas of cracked concrete.
- Addressed instances of vandalism.
- With Information Systems staff, evaluated security camera replacement, including adding locations to improve visibility of areas susceptible to vandalism.

**2025 Goals/Plans:**

- Conduct structure condition survey for this 20-year-old ramp. Budget, as necessary, in 2026 for identified repairs.
- Replace security cameras.
- Continue maintenance of ramp.
- Proceed with site acquisition for a new parking structure and possibly begin design.

**Major Increases (Decreases) in 2025 Budget:**

- Reduced Outside Services to reflect use of Building Custodian for cleaning tasks.
- Moved to General Fund in 2025 budget.



**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PARKING</b>								
<b><u>PARKING ENFORCEMENT (2135-711)</u></b>								
0103	Temporary Wages	5,643	40,000	6,245	10,000	0	0	
0111	Fringes	188	1,410	220	350	0	0	
0117	Clothing Allowance	0	1,200	0	500	0	0	
0202	Outside Printing	2,015	2,000	0	2,000	0	0	
0203	Postage	439	500	237	500	0	0	
0205	Debit Card Fees	3,159	3,500	2,681	3,500	0	0	
0213	Maint of Motor Vehicles	149	1,250	0	0	0	0	
0215	Maint of Radio Equipment	0	500	480	500	0	0	
0218	Maint Of Software	29,905	30,000	0	30,000	0	0	
0227	Cellular Telephone	168	1,000	512	600	0	0	
0236	Outside Services	1,118	3,000	360	500	0	0	
0255	IS Services / Internal	0	7,000	5,250	7,000	0	0	
0293	Maint Of Motor Veh/Fleet	233	1,320	85	500	0	0	
0294	Oil and Fluids/Fleet	34	120	31	100	0	0	
0301	Office Supplies	13	50	0	50	0	0	
0310	Gasoline & Oil	398	2,000	232	750	0	0	
0333	All Other Supplies	149	100	0	50	0	0	
0347	Small Computer Hardware	0	0	3,500	3,500	0	0	
	<b>PARKING ENFORCEMENT</b>	<b>43,611</b>	<b>94,950</b>	<b>19,833</b>	<b>60,400</b>	<b>0</b>	<b>0</b>	<b>(94,950)</b>
<b><u>PARKING LOT (7702-738)</u></b>								
0102	Full Time Hourly Wages	12,684	16,230	9,092	19,000	0	0	
0104	Overtime Wages	11,336	10,000	9,998	11,000	0	0	
0110	Health Insurance	7,513	8,480	6,413	8,480	0	0	
0111	Fringes	4,855	5,300	3,857	6,060	0	0	
0124	Meal Allowance	224	150	164	200	0	0	
0219	Maintenance of Land	21,375	16,500	8,248	16,500	0	0	
0222	Electricity	3,639	2,100	1,892	2,800	0	0	
0226	Storm Water	5,122	5,420	4,095	5,460	0	0	
0236	Outside Services	6,167	4,000	7,984	8,000	0	0	
0237	Pest Control	398	300	265	400	0	0	
0251	Rental	16,664	17,000	14,480	16,640	0	0	
0293	Maint of Motor Veh/Fleet	7,692	12,100	9,055	12,100	0	0	
0294	Oil and Fluids/Fleet	0	110	0	110	0	0	
0296	Maint of Oper Eq/Fleet	0	660	132	660	0	0	
0310	Gasoline & Oil	324	1,000	233	500	0	0	
0332	Salt & Stone Chips	0	500	0	500	0	0	
0333	All Other Supplies	0	200	0	200	0	0	
	<b>PARKING LOTS</b>	<b>97,993</b>	<b>100,050</b>	<b>75,908</b>	<b>108,610</b>	<b>0</b>	<b>0</b>	<b>(100,050)</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* PARKING EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>PARKING RAMP - CANAL (7705-738)</b>								
0101	Salaries	4,640	9,580	8,385	9,580	0	0	
0102	Full Time Hourly Wages	2,839	7,100	2,567	7,000	0	0	
0110	Health Insurance	2,339	5,630	5,639	5,640	0	0	
0111	Fringes	1,520	3,380	3,190	3,380	0	0	
0214	Maint of Buildings	24,501	18,000	5,073	18,000	0	0	
0216	Maint of Operating Equip	0	100	0	100	0	0	
0221	Telephone	465	470	220	470	0	0	
0222	Electricity	30,261	36,500	18,819	32,000	0	0	
0224	Water & Sewer	4,183	4,620	2,886	4,300	0	0	
0226	Storm Water	1,197	1,220	914	1,220	0	0	
0236	Outside Services	30,484	23,290	19,444	24,000	0	0	
0237	Pest Control	1,135	1,600	2,000	2,000	0	0	
0238	Professional Services	0	250	0	250	0	0	
0242	Permits	0	50	0	50	0	0	
0296	Maint of Oper Eq/Fleet	264	360	431	440	0	0	
0306	Cleaning/Janitor Supplies	0	750	240	300	0	0	
0314	Building Maint. Supplies	484	1,500	1,045	1,500	0	0	
0316	Equipment Maint. Supplies	0	500	0	500	0	0	
0319	Safety Supplies	450	100	804	810	0	0	
0320	Small Tools	0	250	0	250	0	0	
0332	Salt & Stone Chips	9,577	9,000	4,356	9,000	0	0	
0333	All Other Supplies	1,023	100	95	100	0	0	
0344	Small Equipment	0	250	139	250	0	0	
0501	Vandalism	196	100	169	200	0	0	
	<b>PARKING RAMP - CANAL</b>	<b>115,558</b>	<b>124,700</b>	<b>76,416</b>	<b>121,340</b>	<b>0</b>	<b>0</b>	<b>(124,700)</b>
<b>TOTAL PARKING</b>		<b>257,162</b>	<b>319,700</b>	<b>172,157</b>	<b>290,350</b>	<b>0</b>	<b>0</b>	<b>(319,700)</b>
Percent Budget Change								<b>-100.00%</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Sewer Utility Fund
<b>Program:</b>	<b>Submitted by:</b>
Enterprise/Other Funds	G. Kaiser

Sanitary Sewer Utility Fund  
2025 Operating Budget

The City of Neenah Sewer Fund was created by City Ordinance. The purpose of the Fund is to account separately for all revenue and expenditure activities necessary to provide sanitary sewer service to City property owners. Revenues include sewer user fees, interest income and special charges. Costs include collection, transportation system maintenance, wastewater treatment, debt service payments, capital investments, statutory and discretionary reserves and administration charges. Specific system and equipment replacement reserve accounts required by DNR and EPA have been established.

Currently, sanitary sewer rates in Neenah are still among the lowest in the State. The rate history is shown below. A rate study was currently conducted to determine the adequacy of the current rate structure. Further analysis is being done to finalize a recommendation.

Pre 2009: \$1.30/1000 gal.	2010: \$2.01/1000 gal.	2013: \$2.77/1000 gal.
2009: \$1.61/1000 gal.	2011: \$2.41/1000 gal.	2014: \$3.19/1000 gal.

Rate increases have been necessary to address a number of issues:

- Funding for an increase in capital system improvements needed to maintain compliance with the DNR general discharge permit issued in 2014. The system improvements have focused on repairs and replacement efforts to reduce infiltration and inflow (I/I) from mains, manholes and laterals.
- Funding of the City's share of the 2013-2014 Neenah-Menasha Sewage Treatment Plant upgrade to equipment and processes. The total cost of those improvements was approximately \$23 million and the City of Neenah's share was approximately \$11.9 million, or 51.53%. The improvements were funded by each community borrowing from the State Clean Water Loan Fund on behalf of the Neenah-Menasha Sewerage Commission.
- Funding of the City's share of defense costs related to the ongoing Fox River PCB cleanup litigation. Neenah's

	2023 Actual	2024 Budget	2024 Estimate	2025 Request	2025 Proposed
Fund Balance, January 1	\$4,971,520	\$5,943,081	\$5,943,081	\$4,215,115	\$4,215,115
<b>REVENUES</b>					
User Fees	\$4,661,586	\$4,700,000	\$4,700,000	\$4,700,000	\$4,700,000
Interest	192,855	75,000	150,000	100,000	100,000
Industrial Testing Fees	34,118	35,000	35,000	35,000	35,000
Sewer Assessments	307,994	150,000	200,000	200,000	200,000
Proceeds From Borrowing	2,120,000	2,837,500	1,235,000	1,012,500	1,012,500
Insurance Settlements	17,414	0	0	0	0
Miscellaneous Revenues	34,037	45,000	40,000	40,000	40,000
Total Revenue	\$7,368,004	\$7,842,500	\$6,360,000	\$6,087,500	\$6,087,500
<b>EXPENDITURES</b>					
Treatment Plant Charges	\$2,545,653	\$3,097,840	\$2,691,316	\$3,203,120	\$3,203,120
Sewers/Lift Stations Maint.	334,890	323,640	323,640	385,890	391,450
T-V Sewer Insp. & Sealing	66,250	64,130	64,130	21,860	21,860
Administration/Overhead	620,170	674,700	674,700	705,070	705,070
Monthly Billings Charges	267,512	250,000	250,000	250,000	250,000
Ind. Wastewater Monitoring	34,054	35,000	35,000	35,000	35,000
City of Menasha Payment	48,702	25,000	25,000	25,000	25,000
Legal & Miscellaneous	5,550	15,000	15,000	15,000	15,000
Capital Expense	1,045,468	3,187,500	2,500,000	1,012,500	1,012,500
Debt Service Payments	1,428,194	1,509,180	1,509,180	1,535,220	1,535,220
Total Expenditures	\$6,396,443	\$9,181,990	\$8,087,966	\$7,188,660	\$7,194,220
Excess Revenues Over (Under) Expenditures	\$971,561	(\$1,339,490)	(\$1,727,966)	(\$1,101,160)	(\$1,106,720)
Fund Balance, December 31	\$5,943,081	\$4,603,591	\$4,215,115	\$3,113,955	\$3,108,395

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Public Works & Utilities	Storm Water Utility
<b>Program:</b>	<b>Submitted by:</b>
Enterprise/Other Funds	G. Kaiser

Storm Water Management Utility  
2025 Operating Budget

A Storm Water Management Utility was created and became effective January 1, 2003. A Storm Water Management Utility is similar to electric, water, or wastewater utilities. Users pay for the services provided, which include an improved and better-maintained flood control and drainage system. The utility fee is a user fee charged to all developed properties within the City of Neenah. In this way, property owners pay their fair share of the costs for storm water management. Customers are charged a fee that approximates the relative contribution of storm water runoff from their property based upon the square footage of hard surface (roof surface, driveways, parking lots, etc.).

Customers are billed based upon their property's calculated Equivalent Runoff Unit (ERU). All single-family residential properties in the City are billed as one ERU. The storm water charge appears as a line item on the quarterly utility bills received from the City's Finance Department. The storm water rate will increase to \$90 per ERU effective 1/1/25. Rates are reviewed each year to insure that revenues are sufficient to operate the Utility and to maintain an adequate fund balance.

	2023 Actual	2024 Budget	2024 Estimate	2025 Request	2025 Proposed
Fund Balance, January 1	\$3,148,224	\$2,873,492	\$2,873,492	\$2,474,062	\$2,474,062
<b>REVENUES</b>					
User Fees	1,305,980	\$2,000,000	\$2,000,000	\$2,150,000	\$2,150,000
Permit Fee	15,639	15,000	25,000	15,000	15,000
Interest	131,672	50,000	100,000	75,000	75,000
Def. Sewer Hook-Up Charge/ Mains	27,094	15,000	15,000	15,000	15,000
Proceeds from Borrowing	990,000	1,110,000	1,110,000	1,320,000	1,320,000
Miscellaneous Revenues	13,513	15,000	15,000	15,000	15,000
Total Revenue	\$2,483,898	\$3,205,000	\$3,265,000	\$3,590,000	\$3,590,000
<b>EXPENDITURES</b>					
Storm Sewer Operations	\$111,820	\$149,730	\$146,120	\$149,220	\$154,300
TV Sewers Insp/Sealing	0	3,270	4,080	3,770	3,770
Neenah Creek Control	0	6,680	5,410	6,710	6,710
Street Cleaning	173,168	185,920	192,080	197,920	197,920
Snow Hauling	89,653	107,800	90,920	109,550	109,550
Erosion Control Inspection	31,730	34,420	34,420	35,920	35,920
Detention Pond	94,242	92,020	93,750	94,140	94,140
Leaf Collection	187,774	195,630	187,890	205,450	201,240
Capital Expense	563,711	1,110,000	1,350,000	1,320,000	1,320,000
<i>Transfer to General Fund:</i>					
Utility Monthly Billings	80,805	78,200	79,300	81,450	81,450
PW Support/Overhead	503,750	524,050	524,050	547,640	547,640
Debt Service Payment	921,977	956,410	956,410	1,039,420	1,039,420
Total Expenditures	\$2,758,630	\$3,444,130	\$3,664,430	\$3,791,190	\$3,792,060
Excess Revenues Over (Under) Exp.	(\$274,732)	(\$239,130)	(\$399,430)	(\$201,190)	(\$202,060)
Ending Fund Balance as 12/31	\$2,873,492	\$2,634,362	\$2,474,062	\$2,272,872	\$2,272,002

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>STORM SEWER MANAGEMENT</b>								
<b><u>SEWER OPERATION (3901-733)</u></b>								
0102	Full Time Hourly Wages	32,469	55,000	26,477	51,000	53,000	53,000	
0104	Overtime Wages	1,138	1,000	549	1,000	1,000	1,000	
0110	Health Insurance	10,511	17,940	9,079	17,940	18,780	18,780	
0111	Fringes	6,757	11,300	5,453	10,490	11,060	11,060	
0115	Schools/Seminars/Training	0	600	686	690	700	700	
0207	Dues & Memberships	2,500	2,580	2,575	2,580	2,660	2,660	
0222	Electricity	955	950	836	840	800	800	
0224	Water & Sewer	1,590	1,950	1,314	1,800	1,950	1,950	
0226	Storm Water	0	0	879	1,170	1,400	1,400	
0236	Outside Services	12,419	8,500	4,570	8,500	8,500	8,500	
0238	Professional Services	1,600	4,000	600	2,000	4,000	4,000	
0245	License Fees	4,000	4,000	4,000	4,000	4,000	4,000	
0255	IS Services Internal	0	0	0	0	0	5,080	
0258	GIS Services/Internal	17,558	15,800	11,850	15,800	15,800	15,800	
0293	Maint of Motor Veh/Fleet	7,604	6,600	6,851	8,000	11,170	11,170	
0294	Oil and Fluids/Fleet	666	830	112	830	0	0	
0296	Maint of Oper Eq/Fleet	2,152	3,030	3,007	3,030	0	0	
0301	Office Supplies	0	50	0	50	0	0	
0310	Gasoline & Oil	5,940	8,200	3,057	6,000	6,500	6,500	
0313	Motor Vehicles Maint. Sup	0	50	0	50	50	50	
0316	Equipment Maint. Supplies	0	150	0	150	150	150	
0319	Safety Supplies	300	300	0	300	300	300	
0320	Small Tools	256	300	71	300	300	300	
0331	Sand Gravel Hot/Cold Mix	913	2,000	526	2,000	2,000	2,000	
0333	All Other Supplies	1,126	3,000	536	2,000	3,000	3,000	
0339	Tires & Tire Maintenance	1,162	1,000	1,480	2,000	1,500	1,500	
0344	Small Equipment	0	100	0	100	100	100	
0588	Uncollectible Write Offs	204	500	3,383	3,500	500	500	
	<b>SEWER OPERATION</b>	<b>111,820</b>	<b>149,730</b>	<b>87,891</b>	<b>146,120</b>	<b>149,220</b>	<b>154,300</b>	<b>4,570</b>
<b><u>TV STORM SEWERS (3902-733)</u></b>								
0102	Full Time Hourly Wages	0	510	0	500	500	500	
0110	Health Insurance	0	160	0	160	170	170	
0111	Fringes	0	100	0	100	100	100	
0236	Outside Services	0	2,000	2,811	2,820	2,500	2,500	
0238	Professional Services	0	500	0	500	500	500	
	<b>TV STORM SEWERS</b>	<b>0</b>	<b>3,270</b>	<b>2,811</b>	<b>4,080</b>	<b>3,770</b>	<b>3,770</b>	<b>500</b>
<b><u>NEENAH CREEK CONTROLS (3903-733)</u></b>								
0102	Full Time Hourly Wages	0	4,060	0	3,000	4,000	4,000	
0110	Health Insurance	0	1,300	0	1,300	1,390	1,390	
0111	Fringes	0	820	0	610	820	820	
0236	Outside Services	0	500	0	500	500	500	
	<b>NEENAH CREEK CONTROLS</b>	<b>0</b>	<b>6,680</b>	<b>0</b>	<b>5,410</b>	<b>6,710</b>	<b>6,710</b>	<b>30</b>
<b><u>STREET CLEANING (3904-733)</u></b>								
0102	Full Time Hourly Wages	56,525	60,970	56,758	62,000	64,000	64,000	
0104	Overtime Wages	182	100	41	100	100	100	
0110	Health Insurance	17,736	19,610	19,080	19,610	22,300	22,300	
0111	Fringes	11,382	12,330	11,468	12,540	13,130	13,130	
0224	Water & Sewer	5,512	6,000	4,485	6,500	6,200	6,200	
0236	Outside Services	40	500	520	520	520	520	
0243	Tipping Fees	28,457	30,000	27,222	30,000	30,000	30,000	
0293	Maint of Motor Veh/Fleet	30,976	37,400	30,273	37,400	42,170	42,170	
0294	Oil and Fluids/Fleet	993	660	614	660	0	0	
0296	Maint of Oper Eq/Fleet	2,323	1,650	3,303	3,310	0	0	
0310	Gasoline & Oil	17,656	16,000	15,850	18,000	18,400	18,400	
0313	Motor Vehicles Maint. Sup	0	100	0	100	100	100	
0339	Tires & Tire Maintenance	0	600	1,338	1,340	1,000	1,000	
	<b>STREET CLEANING</b>	<b>171,782</b>	<b>185,920</b>	<b>170,952</b>	<b>192,080</b>	<b>197,920</b>	<b>197,920</b>	<b>12,000</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* STORM WATER EXPENDITURES DETAIL BY TYPE OF ACTIVITY \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>FUND CHARGES (3905-733)</b>								
0232	Auditing Services	5,100	5,200	5,300	5,300	5,450	5,450	
0555	Billing & Admin. Fees	75,705	73,000	59,719	74,000	76,000	76,000	
9252	Pension Cost	31,876	0	0	0	0	0	
	<b>FUND CHARGES</b>	<b>112,681</b>	<b>78,200</b>	<b>65,019</b>	<b>79,300</b>	<b>81,450</b>	<b>81,450</b>	<b>3,250</b>
<b>SNOW HAULING (3906-733)</b>								
0102	Full Time Hourly Wages	32,872	36,580	17,701	32,000	34,000	34,000	
0104	Overtime Wages	10,623	16,000	9,991	12,000	16,000	16,000	
0110	Health Insurance	13,604	16,960	9,302	16,960	17,390	17,390	
0111	Fringes	8,866	10,610	5,588	8,880	10,240	10,240	
0124	Meal Allowance	276	300	164	200	300	300	
0226	Storm Water	180	0	284	380	450	450	
0236	Outside Services	788	1,000	0	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	18,687	19,800	9,586	15,000	29,670	29,670	
0296	Maint of Oper Eq/Fleet	3,032	6,050	2,290	4,000	0	0	
0339	Tires & Tire Maintenance	725	500	0	500	500	500	
	<b>SNOW HAULING</b>	<b>89,653</b>	<b>107,800</b>	<b>54,906</b>	<b>90,920</b>	<b>109,550</b>	<b>109,550</b>	<b>1,750</b>
<b>EROSION CONTROL (3907-733)</b>								
0101	Salaries	22,070	22,730	17,047	22,730	23,640	23,640	
0110	Health Insurance	5,280	5,680	4,230	5,680	6,070	6,070	
0111	Fringes	4,380	4,570	3,427	4,570	4,770	4,770	
0115	Schools/Seminars/Training	0	400	0	400	400	400	
0207	Dues & Memberships	0	40	0	40	40	40	
0236	Outside Services	0	1,000	0	1,000	1,000	1,000	
	<b>EROSION CONTROL</b>	<b>31,730</b>	<b>34,420</b>	<b>24,704</b>	<b>34,420</b>	<b>35,920</b>	<b>35,920</b>	<b>1,500</b>
<b>DETENTION POND (3908-733)</b>								
0102	Full Time Hourly Wages	4,549	8,130	2,844	7,000	8,000	8,000	
0110	Health Insurance	1,423	2,610	955	2,610	2,780	2,780	
0111	Fringes	915	1,640	574	1,410	1,640	1,640	
0216	Maint of Operating Equip	848	1,000	20	1,000	1,000	1,000	
0222	Electricity	11,779	16,000	6,374	14,000	14,500	14,500	
0226	Storm Water	126	0	189	250	300	300	
0236	Outside Services	50,490	45,000	49,819	49,820	47,000	47,000	
0238	Professional Services	23,705	16,000	4,851	16,000	18,000	18,000	
0293	Maint of Motor Veh/Fleet	407	610	264	610	720	720	
0296	Maint of Oper Eq/Fleet	0	830	0	830	0	0	
0333	All Other Supplies	0	200	218	220	200	200	
	<b>DETENTION POND</b>	<b>94,242</b>	<b>92,020</b>	<b>66,108</b>	<b>93,750</b>	<b>94,140</b>	<b>94,140</b>	<b>2,120</b>
<b>LEAF COLLECTION (3909-733)</b>								
0102	Full Time Hourly Wages	63,095	74,190	5,769	68,000	72,500	70,000	
0104	Overtime Wages	6,242	10,000	363	10,000	10,000	10,000	
0110	Health Insurance	21,686	27,080	2,060	27,080	29,010	27,830	
0111	Fringes	13,985	16,990	1,237	15,740	16,920	16,390	
0236	Outside Services	0	200	0	200	200	200	
0243	Tipping Fees	0	1,000	0	1,000	1,000	1,000	
0293	Maint of Motor Veh/Fleet	21,255	16,500	9,454	18,000	58,620	58,620	
0294	Oil and Fluids/Fleet	749	770	348	770	0	0	
0296	Maint of Oper Eq/Fleet	44,548	29,700	8,748	29,700	0	0	
0310	Gasoline & Oil	13,262	15,500	1,851	15,000	15,300	15,300	
0316	Equipment Maint. Supplies	0	2,000	0	200	200	200	
0333	All Other Supplies	156	200	0	200	200	200	
0339	Tires & Tire Maintenance	2,796	1,500	1,595	2,000	1,500	1,500	
	<b>LEAF COLLECTION</b>	<b>187,774</b>	<b>195,630</b>	<b>31,425</b>	<b>187,890</b>	<b>205,450</b>	<b>201,240</b>	<b>5,610</b>
<b>TRANSFER TO GENERAL FUND (9910-999)</b>								
0999	Transfers	503,750	524,050	393,038	524,050	547,640	547,640	
	<b>TRANSFER TO GENERAL FUND</b>	<b>503,750</b>	<b>524,050</b>	<b>393,038</b>	<b>524,050</b>	<b>547,640</b>	<b>547,640</b>	<b>23,590</b>
<b>STORM SEWER MANAGEMENT</b>								
		<b>1,303,432</b>	<b>1,377,720</b>	<b>896,854</b>	<b>1,358,020</b>	<b>1,431,770</b>	<b>1,432,640</b>	<b>54,920</b>
Percent Budget Change								<b>3.99%</b>

**CITY OF NEENAH**  
**2025 OPERATING BUDGET REQUEST**  
**PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Water	Water Utility
<b>Program:</b>	<b>Submitted by:</b>
Enterprise Funds	Anthony Mach

Water Utility  
2025 Proposed Budget

The purpose of the Water Utility Fund is to account separately for all revenues and expenditure activities necessary to provide water to Utility customers. Revenues include water user fees, public fire charges, private fire charges, interest income, and special charges. Costs include pumping, treatment and distribution of water, billing and collection, debt service payments, capital investments, administrative charges, and the payment in lieu of taxes (PILOT) to the City. The last water rate increase went into effect on January 1, 2011. At that time, the Public Service Commission of Wisconsin (PSCW) authorized the Utility to set aside funds on a monthly basis to pay for large operations and maintenance projects. Those totals are designated on the Utility Balance Sheet under Temporary Investments in the "Replacement Reserves" line.

The 2024 mid-year Replacement Reserve Totals reported are \$3,178,988. In 2024, the Utility will use funds from the account to pay for several maintenance projects including refurbishment of critical pumps and dredging the sludge lagoon. Revenues for 2024 are reflecting continued growth due to positive economic recovery and increased interest from investments.

Water sales continue to trend slightly upward and the Utility continues to be efficient and effective. This has allowed water rates to remain static since January 2011. Overall, the annual financial rate of return remained positive which indicates the Utility is in good overall financial condition. The long-term goal is to reduce outstanding debt, stabilize rates and focus on infrastructure improvements.

Major Accomplishments in 2024 include the replacement of water mains and services on Quarry Lane, E. Doty Avenue, Stevens Street, Cedar Street, Belmont Avenue, Belmont Court, S. Commercial Street Crossings, Bayview Road, and the S. Park Avenue Easement Area. The West Side Booster Station Contract B for process, mechanical, electrical, and HVAC has been let and staff are eagerly awaiting the start of this project. Staff continue working on plans and specifications for the Oak Street Bridge Main Crossing, adding riprap along the lakeshore, and the replacement of the Carbon Dioxide Storage Tank in late 2024 or early 2025. Developments in the west side of the city continue in the Homes at Freedom Meadows and Freedom Acres subdivisions.

Goals for 2025 include the replacement of water mains and services on Forest Manor Court, Alexander Drive, Lexington Court, Bruce Street, Hickory Lane, Caroline Street, and Elm Street. Additional goals include the relocation of hydrants along S. Commercial Street, private lead services on Douglas Street, and commencing the Fox River Crossing project. This will allow us to continue to provide exceptional water main and service maintenance 24/7/365. Staff continue to focus on pump refurbishments and replacements as well as other maintenance projects which will keep the operation safe and secure.

<b>Revenues</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>
<b>Water Sales</b>					
<b>Unmetered Sales</b>					
Sales to General Customers	\$7,722	\$7,500	\$7,600	\$7,500	\$7,500
Public Fire Protection	\$1,724,402	\$1,715,000	\$1,754,000	\$1,740,700	\$1,740,700
Private Fire Protection	\$137,456	\$137,000	\$137,300	\$139,000	\$139,000
<b>Total Unmetered Sales</b>	<b>\$1,869,580</b>	<b>\$1,859,500</b>	<b>\$1,898,900</b>	<b>\$1,887,200</b>	<b>\$1,887,200</b>
<b>Metered Sales</b>					
Residential	\$3,301,917	\$3,166,000	\$3,080,000	\$3,166,000	\$3,166,000
Multi Family Residential	\$156,474	\$160,800	\$150,000	\$160,800	\$160,800
Commercial	\$959,637	\$840,000	\$873,200	\$840,000	\$840,000
Industrial	\$1,867,293	\$1,683,000	\$1,800,000	\$1,767,000	\$1,767,000
Public Authority	\$140,385	\$128,500	\$93,400	\$128,500	\$128,500
<b>Total Metered Sales</b>	<b>\$6,425,706</b>	<b>\$5,978,300</b>	<b>\$5,996,600</b>	<b>\$6,062,300</b>	<b>\$6,062,300</b>
<b>Total Sales of Water</b>	<b>\$8,295,286</b>	<b>\$7,837,800</b>	<b>\$7,895,500</b>	<b>\$7,949,500</b>	<b>\$7,949,500</b>

**CITY OF NEENAH**  
**2025 OPERATING BUDGET REQUEST**  
**PROGRAM COMMENTS**

<b>Department/Office:</b> Water	<b>Budget:</b> Water Utility
<b>Program:</b> Enterprise Funds	<b>Submitted by:</b> Anthony Mach

	<b>2023</b>	<b>2024</b>	<b>2024</b>	<b>2025</b>	<b>2025</b>
<b>Other Revenues</b>	<b>Actual</b>	<b>Budget</b>	<b>Estimate</b>	<b>Request</b>	<b>Proposed</b>
<b>Other Operating Revenues</b>					
Forfeited Discounts	\$62,193	\$63,000	\$63,000	\$64,890	\$64,890
Miscellaneous Service	\$27,250	\$23,600	\$19,060	\$23,500	\$23,500
Rentals	\$79,030	\$131,800	\$45,570	\$50,610	\$50,610
Other	\$52,972	\$48,800	\$50,550	\$38,650	\$38,650
<b>Total Other Operating Revenues</b>	<b>\$221,445</b>	<b>\$267,200</b>	<b>\$178,180</b>	<b>\$177,650</b>	<b>\$177,650</b>
<b>Income</b>					
Merchandising & Jobbing	\$18,333	\$10,000	\$10,000	\$10,000	\$10,000
Interest	\$600,118	\$250,000	\$535,500	\$334,700	\$334,700
P-Card Rebate	\$16,538	\$8,000	\$8,200	\$8,000	\$8,000
Amort. On Long-term Debt Discounts	\$2,521	\$2,520	\$0	\$0	\$0
Miscellaneous Non-Operating	\$365,390	\$0	\$0	\$0	\$0
<b>Total Income</b>	<b>\$1,002,900</b>	<b>\$270,520</b>	<b>\$553,700</b>	<b>\$352,700</b>	<b>\$352,700</b>
<b>Total Other Revenues</b>	<b>\$1,224,345</b>	<b>\$537,720</b>	<b>\$731,880</b>	<b>\$530,350</b>	<b>\$530,350</b>
<b>Total Sales and Other Revenues</b>	<b><u>\$9,519,631</u></b>	<b><u>\$8,375,520</u></b>	<b><u>\$8,627,380</u></b>	<b><u>\$8,479,850</u></b>	<b><u>\$8,479,850</u></b>



**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Water	<b>Budget:</b> Water Utility
<b>Program:</b> Enterprise Funds	<b>Submitted by:</b> Anthony Mach

<b>Expenses</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>
<b>Maintenance Expenses</b>					
<b>Source of Supply</b>					
Supervision and Engineering	\$11,186	\$15,400	\$12,000	\$15,400	\$15,400
Lake and River Intake	\$19,750	\$20,000	\$15,000	\$20,000	\$20,000
<b>Total Source of Supply</b>	<b>\$30,936</b>	<b>\$35,400</b>	<b>\$27,000</b>	<b>\$35,400</b>	<b>\$35,400</b>
<b>Pumping Expenses</b>					
Supervision and Engineering	\$15,200	\$15,000	\$15,000	\$18,000	\$18,000
Structures and Improvements	\$0	\$1,000	\$0	\$0	\$0
Power and Production Equipment	\$1,039	\$0	\$0	\$0	\$0
Pumping Equipment	\$0	\$0	\$0	\$0	\$0
<b>Total Pumping Expense</b>	<b>\$16,239</b>	<b>\$16,000</b>	<b>\$15,000</b>	<b>\$18,000</b>	<b>\$18,000</b>
<b>Water Treatment Expenses</b>					
Supervision and Engineering	\$32,894	\$33,000	\$30,000	\$34,650	\$34,650
Structures and Improvements	\$134,371	\$600,000	\$600,000	\$200,000	\$200,000
Water Treatment Equipment	\$189,640	\$140,000	\$120,000	\$154,000	\$154,000
<b>Total Water Treatment Exp.</b>	<b>\$356,905</b>	<b>\$773,000</b>	<b>\$750,000</b>	<b>\$388,650</b>	<b>\$388,650</b>
<b>Distribution Expenses</b>					
Supervision and Engineering	\$12,370	\$33,000	\$12,000	\$33,000	\$33,000
Structures and Improvements	\$0	\$5,000	\$0	\$5,000	\$5,000
Reservoir and Standpipes	\$487,033	\$2,000	\$1,000	\$2,000	\$2,000
Mains	\$214,441	\$250,000	\$250,000	\$250,000	\$250,000
Services	\$67,562	\$100,000	\$80,000	\$100,000	\$100,000
Meters	\$721	\$11,000	\$5,000	\$11,000	\$11,000
Hydrants	\$33,002	\$40,000	\$35,000	\$40,000	\$40,000
Miscellaneous Plant	-\$1,329	\$0	\$0	\$0	\$0
<b>Total Distribution Expenses</b>	<b>\$813,800</b>	<b>\$441,000</b>	<b>\$383,000</b>	<b>\$441,000</b>	<b>\$441,000</b>
<b>General Plant</b>					
SCADA	\$0	\$0	\$0	\$0	\$0
<b>Total General Plant</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Maintenance Expenses</b>	<b>\$1,217,880</b>	<b>\$1,265,400</b>	<b>\$1,175,000</b>	<b>\$883,050</b>	<b>\$883,050</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Water	<b>Budget:</b> Water Utility
<b>Program:</b> Enterprise Funds	<b>Submitted by:</b> Anthony Mach

<b>Expenses</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>
<b>Operations Expenses</b>					
<b>Source of Supply</b>					
O & M Supervision	\$2,796	\$5,000	\$2,900	\$5,000	\$5,000
Labor & Other Expenses	\$0	\$500	\$0	\$500	\$500
<b>Total Source of Supply</b>	<b>\$2,796</b>	<b>\$5,500</b>	<b>\$2,900</b>	<b>\$5,500</b>	<b>\$5,500</b>
<b>Pumping Expenses</b>					
O & M Supervision	\$12,668	\$15,000	\$13,000	\$18,000	\$18,000
Fuel or Power for Pumping	\$146,430	\$150,000	\$150,000	\$160,000	\$160,000
Pumping Labor & Expenses	\$98,399	\$100,000	\$80,000	\$125,000	\$125,000
Miscellaneous Expenses	\$14,953	\$22,500	\$15,000	\$22,500	\$22,500
<b>Total Pumping Expense</b>	<b>\$272,450</b>	<b>\$287,500</b>	<b>\$258,000</b>	<b>\$325,500</b>	<b>\$325,500</b>
<b>Water Treatment Expenses</b>					
O & M Supervision	\$28,386	\$40,000	\$30,000	\$40,000	\$40,000
Chemicals	\$624,360	\$575,000	\$600,000	\$635,000	\$635,000
Treatment Labor & Expenses	\$349,628	\$350,000	\$330,000	\$350,000	\$350,000
Miscellaneous Expenses	\$85,896	\$95,000	\$85,000	\$100,000	\$100,000
Commercial Dumpster	\$948	\$1,400	\$1,100	\$1,400	\$1,400
<b>Total Water Treatment Exp.</b>	<b>\$1,089,218</b>	<b>\$1,061,400</b>	<b>\$1,046,100</b>	<b>\$1,126,400</b>	<b>\$1,126,400</b>
<b>Distribution Expenses</b>					
O & M Supervision	\$15,857	\$26,500	\$17,000	\$26,500	\$26,500
Storage Facility Expenses	\$5,721	\$10,800	\$10,000	\$14,000	\$14,000
Water Main Expenses	\$130,116	\$115,500	\$100,000	\$130,000	\$130,000
Meter Expenses	\$66,702	\$20,000	\$85,000	\$100,000	\$100,000
Customer Installation	\$31,183	\$38,000	\$38,000	\$55,000	\$55,000
Miscellaneous Expenses	\$88,545	\$85,000	\$85,000	\$110,000	\$110,000
<b>Total Distribution Expenses</b>	<b>\$338,124</b>	<b>\$295,800</b>	<b>\$335,000</b>	<b>\$435,500</b>	<b>\$435,500</b>
<b>Customer Accounts Expenses</b>					
Supervision	\$14,697	\$25,500	\$15,000	\$25,500	\$25,500
Meter Reading	\$10,093	\$24,500	\$22,000	\$24,500	\$24,500
Customer Records & Collection	\$121,155	\$128,500	\$126,000	\$140,000	\$140,000
Uncollectible Accounts	\$843	\$3,000	\$7,500	\$7,500	\$7,500
<b>Total Customer Expenses</b>	<b>\$146,788</b>	<b>\$181,500</b>	<b>\$170,500</b>	<b>\$197,500</b>	<b>\$197,500</b>
<b>Total Operations Expenses</b>	<b>\$1,849,376</b>	<b>\$1,831,700</b>	<b>\$1,812,500</b>	<b>\$2,090,400</b>	<b>\$2,090,400</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Water	<b>Budget:</b> Water Utility
<b>Program:</b> Enterprise Funds	<b>Submitted by:</b> Anthony Mach

<b>Expenses</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>
<b>Admin &amp; General Expenses</b>					
Admin & General Salaries	\$227,027	\$260,000	\$260,000	\$280,000	\$280,000
Office Supplies & Expenses	\$6,932	\$8,800	\$6,400	\$8,800	\$8,800
Outside Services	\$2,980	\$100,000	\$5,000	\$100,000	\$100,000
Auditing Services	\$13,666	\$16,000	\$15,200	\$17,600	\$17,600
Property Insurance	\$30,272	\$32,000	\$44,220	\$46,000	\$46,000
Liability Insurance	\$34,108	\$44,000	\$35,000	\$44,000	\$44,000
Rent	\$11,780	\$12,300	\$12,200	\$13,000	\$13,000
Pensions & Benefits/OPEB	\$375,219	\$415,000	\$415,000	\$415,000	\$415,000
Miscellaneous Expenses	\$30,291	\$37,000	\$32,000	\$37,000	\$37,000
Special Reserves & Escrow	\$0	\$35,470	\$0	\$41,000	\$41,000
Regulatory Commission	\$0	\$0	\$0	\$0	\$0
<b>Total Admin &amp; Gen. Expenses</b>	<b>\$732,275</b>	<b>\$960,570</b>	<b>\$825,020</b>	<b>\$1,002,400</b>	<b>\$1,002,400</b>
<b>Total Maintenance Expenses</b>	<b>\$1,217,880</b>	<b>\$1,265,400</b>	<b>\$1,175,000</b>	<b>\$883,050</b>	<b>\$883,050</b>
<b>Total Operations Expenses</b>	<b>\$1,849,376</b>	<b>\$1,831,700</b>	<b>\$1,812,500</b>	<b>\$2,090,400</b>	<b>\$2,090,400</b>
<b>Depreciation</b>	<b>\$1,460,647</b>	<b>\$1,650,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>
<b>Tax Expense</b>					
PILOT	\$880,142	\$1,158,150	\$950,000	\$915,000	\$915,000
PSC Remainder Assessment	\$7,398	\$12,600	\$12,000	\$13,860	\$13,860
Payroll Tax	\$78,078	\$82,000	\$85,000	\$90,000	\$90,000
DNR Lake Withdrawal Fees	\$6,092	\$6,700	\$6,250	\$6,700	\$6,700
Transportation Fee	\$669	\$1,180	\$2,800	\$3,000	\$3,000
<b>Total Tax Expense</b>	<b>\$972,379</b>	<b>\$1,260,630</b>	<b>\$1,056,050</b>	<b>\$1,028,560</b>	<b>\$1,028,560</b>
<b>Total Operating Expenses</b>	<b>\$6,232,557</b>	<b>\$6,968,300</b>	<b>\$6,368,570</b>	<b>\$6,504,410</b>	<b>\$6,504,410</b>
<b>Non-Operating Expenses</b>					
Interest on Long-term Debt	\$77,019	\$36,030	\$90,090	\$58,570	\$58,570
Amortization on Long-term Debt	\$0	\$0	\$0	\$0	\$0
Other Income Deductions	\$153,477	\$155,000	\$155,000	\$160,000	\$160,000
Borrowing Expense (Refunding)	\$0	\$0	\$0	\$0	\$0
Revenue Bond Retirement	\$1,718,410	\$2,035,790	\$2,035,790	\$972,600	\$972,600
<b>Total Non-Operating Expenses</b>	<b>\$1,948,906</b>	<b>\$2,226,820</b>	<b>\$2,280,880</b>	<b>\$1,191,170</b>	<b>\$1,191,170</b>
<b>Total Expenses</b>	<b>\$8,181,463</b>	<b>\$9,195,120</b>	<b>\$8,649,450</b>	<b>\$7,695,580</b>	<b>\$7,695,580</b>

**CITY OF NEENAH  
2025 OPERATING BUDGET REQUEST  
PROGRAM COMMENTS**

<b>Department/Office:</b> Water	<b>Budget:</b> Water Utility
<b>Program:</b> Enterprise Funds	<b>Submitted by:</b> Anthony Mach

**Neenah Water Utility Operating Budget Summary**

<b>Category</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Estimate</b>	<b>2025 Request</b>	<b>2025 Proposed</b>
Total Sales of Water	\$8,295,286	\$7,837,800	\$7,895,500	\$7,949,500	\$7,949,500
Total Other Revenues	\$1,224,345	\$537,720	\$731,880	\$530,350	\$530,350
Borrowed For Operations	\$0	\$0	\$0	\$0	\$0
<b>Total Sales and Other Revenues</b>	<b>\$9,519,631</b>	<b>\$8,375,520</b>	<b>\$8,627,380</b>	<b>\$8,479,850</b>	<b>\$8,479,850</b>
Depreciation	\$1,460,647	\$1,650,000	\$1,500,000	\$1,500,000	\$1,500,000
Admin and General Expenses	\$732,275	\$960,570	\$825,020	\$1,002,400	\$1,002,400
Maintenance Expenses	\$1,217,880	\$1,265,400	\$1,175,000	\$883,050	\$883,050
Operation Expenses	\$1,849,376	\$1,831,700	\$1,812,500	\$2,090,400	\$2,090,400
Tax Expense	\$972,379	\$1,260,630	\$1,056,050	\$1,028,560	\$1,028,560
<b>Total Operating Expenses</b>	<b>\$4,771,910</b>	<b>\$5,318,300</b>	<b>\$4,868,570</b>	<b>\$5,004,410</b>	<b>\$5,004,410</b>
<b>Total Non-Operating Expenses</b>	<b>\$1,948,906</b>	<b>\$2,226,820</b>	<b>\$2,280,880</b>	<b>\$1,191,170</b>	<b>\$1,191,170</b>
<b>Total Expenses</b>	<b>\$8,181,463</b>	<b>\$9,195,120</b>	<b>\$8,649,450</b>	<b>\$7,695,580</b>	<b>\$7,695,580</b>
<b>Other Funds Available</b>					
Revenue Bond	\$0	\$0	\$0	\$0	\$0
Assessments	\$0	\$0	\$0	\$0	\$0
<b>Total Other Funds Available</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Other Expenses</b>					
Utility Funded CIP Not Included Above	\$2,989,488	\$3,033,000	\$2,900,000	\$2,493,000	\$2,493,000
Projects Paid By Revenue Bond	\$0	\$0	\$0	\$0	\$0
<b>Total Other Expenses</b>	<b>\$2,989,488</b>	<b>\$3,033,000</b>	<b>\$2,900,000</b>	<b>\$2,493,000</b>	<b>\$2,493,000</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Water Utilities
<b>Program:</b>
Enterprise Fund

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly		Grade/Monthly	
	Sal./Hr. Rate	No.	Sal./Hr. Rate	No.
FULL TIME				
Director of Water Utilities	18	1.00	18	1.00
Water Distribution Mgr.	13	1.00	13	1.00
Water Treatment Manager	13	1.00	13	1.00
Distribution Maint. Tech II	10	1.00	10	1.00
Plant Electrical Technician	10	1.00	10	1.00
Plant Operators & Relief	8	6.00	8	6.00
Plant Mechanical Technician	8	1.00	8	1.00
Distribution Maint. Tech I	8	5.00	8	5.00
Subtotal		17.00		17.00
PART-TIME				
Administrative Assistant (1033 Hrs)	7	0.53	7	0.53
TOTAL	XXX	17.53	XXX	17.53

# DEPARTMENT OF INFORMATION SYSTEMS

## Department Head

Matthew Schroeder

## Major Activities

The Department is responsible for the coordination of systems development; implementation and operation of the City's automated information systems, including GIS (Geographic Information System); the maintenance and operation of the City's VoIP (Voice over IP) phone system; and the maintenance of the Audio/Video system in the Council Chambers. The department is operated as an Internal Service Fund with revenue generated by annual charges back to all departmental budgets and other outside entities. Starting in 2022, the responsibility for GIS services previously accounted for in this budget has been transferred to Community Development.

## Operating Budget Information/Number of Employees

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 742,360	\$ 776,470	\$ 801,270	3.19%	\$ 801,270	3.19%
No. of Employees (FTE)	5	5	5	0.00%	5	0%

## Budget Adjustments

### Increases (Decreases) to Expenditures Requested

Mayor Recommended \$ -

### Mayor's Comments:

None

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**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Information Systems	<b>Budget:</b> Information Systems Internal Service Fund
<b>Program:</b> Internal Service	<b>Submitted by:</b> Matt Schroeder

Information Systems Internal Service Fund  
2025 Operating Budget

The Information Systems Internal Service Fund was created in 2009 and implemented with the adoption of the City's 2010 Operating Budget. The Internal Service Fund consists of IS service charges and printer/copy charges. The IS service charges are the result of an analysis to confirm that past methodologies utilized to allocate service fees to the joint Menasha-Neenah Municipal Court and Neenah-Menasha Fire Rescue functions and the City's Water Utility function were equitable. During this process, it was decided that the formula created to ensure consistency between the aforementioned functions be utilized to spread costs across all departments/entities identifying their true budget impact. The formula utilized to allocate the costs consists of:

- 1) All operating budget costs allocated based on a five factor formula (Formula factors/weighting - Network Utilization 30%, Number of Devices 25%, Number of Users 25%, Storage Requirements 15% and Department Specific Servers 5%); and
- 2) Printer/copy/fax charges are the result of the Managed Print Care agreement with Gordon Flesch Company, where all print/copy/fax costs are passed through Information Systems for allocation to individual departments.

	2023 Actual	2024 Budget	2024 Estimate	2025 Request	2025 Proposed
Fund Balance (Deficit), January 1	\$90,605	\$145,625	\$145,625	\$187,635	\$187,635
<b><u>REVENUES</u></b>					
Printer/Copy Charges	\$29,020	\$29,500	\$30,000	\$31,200	\$31,200
IS Service Charges	767,360	740,210	740,210	748,500	748,500
Miscellaneous Charges	1,000	5,120	0	0	0
Total Revenue	\$797,380	\$774,830	\$770,210	\$779,700	\$779,700
<b><u>EXPENDITURES</u></b>					
Operations	\$711,120	\$733,270	\$698,760	\$736,140	\$736,140
Training/Redundant Data	8,340	8,200	9,440	10,130	10,130
Capital Outlay	22,900	35,000	20,000	30,000	30,000
Transfer to General Fund	0	0	0	25,000	25,000
Total Expenditures	\$742,360	\$776,470	\$728,200	\$801,270	\$801,270
Excess Revenues Over (Under) Expenditures	\$55,020	(\$1,640)	\$42,010	(\$21,570)	(\$21,570)
Fund Balance, December 31	\$145,625	\$143,985	\$187,635	\$166,065	\$166,065



**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Information Systems	<b>Budget:</b> Information Systems
<b>Program:</b> Internal Service	<b>Submitted by:</b> Matthew Schroeder

**Goals/Responsibilities:**

Coordinate systems development, implementation and operation of the City's automated information systems including telephones. Assist the Common Council in setting priorities for coordinated systems applications and operations within City departments. Recommend software applications and hardware for all City departments.

**Activities:**

Work with end user departments to coordinate needs, requests and timing of information technology projects. Direct the operation of the City's network, servers, phone system, security system and broadcast camera system utilizing current technology practices. Research and implement systems as required by end user departments. Design and develop systems and integrations between systems. Acquire and oversee programming services, hardware, software, security, authentication and authorization. Remain knowledgeable of new systems, equipment and technologies.

**2024 Accomplishments:**

- System Security
  - Implementation of NinjaOne as a centralized endpoint management, patching and help desk system, replacing outdated and disparate systems.
  - Implementation of a new social media archiving solution to expand coverage and allow users to pull their own records requests without IS staff involvement.
  - Completed multi-year implementation of door access control system at city hall.
  - Replaced end-of-life security cameras in the Church St Parking Ramp.
  - Managed several major system upgrades to stay on supported versions of software and hardware.
- ERP Systems
  - Assisted Finance Department with the implementation of paperless invoice processing through LaserFiche Forms.
  - Assisted Human Resources Department with the implementation of BenTek for benefits management and integrated with our Central Square ERP system.
  - Assisted Finance and Community Development Departments with the implementation of Ascent for Land Records Management and Property Tax processing and collection. Integrated the Ascent system with our Central Square ERP system, and our Marketdrive Assessment system.
  - Assisted Water and Finance Departments with implementation of new integrations in Central Square ERP system for new Landis + Gyr meters.
- Infrastructure and Devices
  - Replaced thin clients with new Igel-based HP thin clients.
  - Began transition to Windows 11 by upgrading supported endpoints and starting to replace unsupported endpoints. Replaced approximately 25% of endpoints.
  - Replaced all mobile computers in Fire Apparatus and Police vehicles with new rugged computers.
  - Purchased a stretch of abandoned fiber from NJSD and used that along with new build to connect Oakhill Cemetery, Washington Park, and a couple traffic cabinets to the city's fiber network, eliminating costs for internet service through an ISP, and greatly increasing our ability to expand services in those locations.
  - Worked with TDS to eliminate all copper phone services to all city facilities and replace with either TDS fiber, Ooma cell to analog devices, or moving lines to the phone system.
  - Replaced the core router and all end-of-life edge switches with new devices.
  - Replaced end-of-life wireless access points with new devices.
  - Replaced the primary storage, servers, and switching at the redundant data center.
- Customer Service
  - Assisted Public Works Department with implementation of Desigo for HVAC and building systems monitoring.
  - Assisted Police Department with implementation of technology for the addition.
  - Continued to provide support for all city staff and worked with departments on smaller projects.
- Miscellaneous
  - Retirement of long-time Director Wenninger, and successful transition of Director role to Schroeder.
  - Hired Smits as a replacement for vacant Network Administrator position due to promotion.
  - Implemented new Intranet sites for the city and user departments in Sharepoint. Continued to move old applications off the Lotus Notes platform.

**2025 Goals/Plans:**

- System Security
  - Implementation of multi-factor authentication across all critical authentication points. (May be covered by a state grant)
  - Implementation of vulnerability monitoring and management solutions to secure endpoints.
  - Implementation of a new print management solution to help further secure our printer fleet.
  - Improve disaster recovery and business continuity plans. Improve systems documentation.
  - Review and implement additional security measures to ensure compliance with new CJIS regulations.
  - Continue to work towards CIS Critical Controls G2 level.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Information Systems	<b>Budget:</b> Information Systems
<b>Program:</b> Internal Service	<b>Submitted by:</b> Matthew Schroeder

- Continue to manage major system upgrades to stay on supported versions of software and hardware.
- ERP Systems
  - Start migration from Central Square's on-premises ERP solution to their Cloud Solution - Finance Enterprise. This project is expected to continue into 2026.
  - Continue to assist departments with rolling out additional paperless solutions into the LaserFiche document management system. Projects have been identified in the Finance, Water and Police Departments.
  - Assist Public Works Department with the selection and implementation of a fleet management system that will integrate with our ERP system.
- Infrastructure and Devices
  - Replace all remaining Windows 10 endpoints with Windows 11 endpoints before October EOL of Windows 10.
  - Replace end of life hardware with supported devices. Currently planning for door controllers and cameras.
  - Replace primary datacenter air conditioner with a new unit that will increase redundancy and monitoring/alerting capabilities.
  - Continue to expand the city's fiber network. Currently planning on adding traffic cabinets and a lift station.
- Customer Service
  - Implementation of a Citizen Request System (CRM) to collect and track reports from citizens.
  - Improve end user self-help options and documentation.
  - Continue to work towards proactively improving end user systems instead of reactively fixing things.
  - Assist Fire Department with the remodel of Fire Station 31.
  - Continue to provide support for all city staff and work with departments on any projects with a technology impact.
- Miscellaneous
  - Research and planning for phone system replacement in 2026.
  - Research AI opportunities and create and implement a city-wide AI policy.
  - Continue with the migrating applications off the Lotus Notes platform.

**Major Increases (Decreases) in 2025 Budget:**

***Salaries/Health Insurance/Fringes:***

A \$10,650 increase in health insurance due to the increase in premiums. A \$9,940 decrease in salaries due to retirement.

***Miscellaneous re-allocations:***

Increases to small hardware, outside services, capital hardware outlay, and operation of the training/redundant data center at Station 31. Decreases to outside software services, small program packages and capital software outlay. These changes mostly offset each other.

***Transfer of Fund Balance***

A \$25,000 fund transfer to the general fund is included..

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>INFORMATION SYSTEMS</b>								
<b><u>OPERATIONS (1701-708)</u></b>								
0101	Salaries	417,703	427,850	293,293	403,340	417,910	417,910	
0110	Health Insurance	91,680	103,100	77,310	103,100	113,750	113,750	
0111	Fringes	74,555	76,190	52,229	71,830	74,700	74,700	
0115	Schools/Seminars/Training	13,964	8,500	3,803	6,000	7,500	7,500	
0123	Auto Allowance	873	850	363	450	700	700	
0128	Empl Recognition Awards	100	100	0	0	0	0	
0203	Postage	1	30	0	0	30	30	
0207	Dues & Memberships	150	150	150	150	150	150	
0210	Maint of Hardware	8,932	8,000	9,027	9,030	8,000	8,000	
0218	Maint of Software	22,254	23,000	16,258	23,500	25,000	25,000	
0227	Cellular Telephone	944	1,000	634	900	1,000	1,000	
0235	Outside Software Services	23,772	27,000	11,076	25,000	26,000	26,000	
0236	Outside Services	4,365	1,500	1,652	1,660	4,000	4,000	
0251	Rental	4,798	4,800	2,340	2,900	4,000	4,000	
0254	Printer / Copies	27,556	29,500	22,595	30,000	31,200	31,200	
0263	Internet Access Services	13,849	14,000	12,429	14,000	14,500	14,500	
0301	Office Supplies	0	200	143	150	200	200	
0303	Computer Oper Supplies	723	1,000	418	750	0	0	
0343	Small Program Packages	560	500	0	0	0	0	
0347	Small Computer Hardware	4,341	6,000	5,299	6,000	7,500	7,500	
	<b>OPERATIONS</b>	<b>711,120</b>	<b>733,270</b>	<b>509,019</b>	<b>698,760</b>	<b>736,140</b>	<b>736,140</b>	<b>2,870</b>
<hr/>								
<b><u>TRAINING/REDUNDANT DATA (1710-708)</u></b>								
0214	Maintenance of Buildings	2,037	2,500	1,816	2,500	2,500	2,500	
0222	Electricity	4,255	2,800	2,568	4,000	4,500	4,500	
0223	Natural Gas	1,455	2,300	813	2,300	2,500	2,500	
0224	Water & Sewer	285	300	234	300	320	320	
0225	Commercial Dumpster	34	50	28	40	50	50	
0226	Storm Water	274	250	222	300	260	260	
	<b>TRAINING/REDUNDANT DATA</b>	<b>8,340</b>	<b>8,200</b>	<b>5,681</b>	<b>9,440</b>	<b>10,130</b>	<b>10,130</b>	<b>1,930</b>
<hr/>								
<b><u>CAPITAL OUTLAY (1781-708)</u></b>								
8114	Computer Software Outlay	5,646	20,000	1,224	5,000	10,000	10,000	
8115	Computer Hardware Outlay	17,254	15,000	3,890	15,000	20,000	20,000	
	<b>CAPITAL OUTLAY</b>	<b>22,900</b>	<b>35,000</b>	<b>5,114</b>	<b>20,000</b>	<b>30,000</b>	<b>30,000</b>	<b>(5,000)</b>
<hr/>								
<b><u>GENERAL FUND TRANSFERS</u></b>								
0999	Transfers	0	0	0	0	25,000	25,000	
	<b>TRANSFERS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<hr/>								
<b>INFORMATION SYSTEMS</b>		<b>742,360</b>	<b>776,470</b>	<b>519,814</b>	<b>728,200</b>	<b>801,270</b>	<b>801,270</b>	<b>24,800</b>
Percent Budget Change								<b>3.19%</b>

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*INFORMATION SYSTEMS REVENUES\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>IS SERVICES</b>								
547-01	Common Council	9,660	10,450	7,838	10,450	10,400	10,400	
547-02	Mayor's Office	9,200	10,280	7,710	10,280	11,800	11,800	
547-05	Finance Department	40,040	40,490	30,367	40,490	37,300	37,300	
547-05	Utility Billing	11,040	11,390	8,542	11,390	13,000	13,000	
547-09	Attorney	13,650	14,070	10,553	14,070	12,400	12,400	
547-09	Human Resources	14,270	14,670	11,003	14,670	18,000	18,000	
547-09	City Clerk	16,030	14,590	10,943	14,590	15,000	15,000	
547-21	Police Operating	218,820	206,690	155,017	206,690	221,400	221,400	
547-21	School Liaison Program	10,510	12,690	9,518	12,690	13,200	13,200	
547-21	Code Enforcement	5,370	6,040	4,530	6,040	9,400	9,400	
547-21	Parking Enforcement	0	0	0	0	7,000	7,000	
547-23	Fire	133,100	118,500	88,875	118,500	107,300	107,300	
547-35	Public Works Adm	39,810	40,240	30,180	40,240	38,300	29,000	
547-37	Municipal Garage	24,080	23,140	17,355	23,140	19,600	18,260	
547-39	Fleet	21,300	19,300	14,475	19,300	20,000	20,000	
547-41	Health Clinic	0	0	0	0	3,400	3,400	
547-44	Parking Utility	0	7,000	5,250	7,000	0	0	
547-45	Sewer Utility	0	0	0	0	0	5,560	
547-49	Stormwater	0	0	0	0	0	5,080	
547-56	Water Utility	46,200	41,500	31,125	41,500	41,900	41,900	
547-81	Park & Rec Adm.	38,500	38,940	29,205	38,940	41,400	41,400	
547-88	Joint Municipal Court	13,500	12,400	9,300	12,400	11,000	11,000	
547-93	Community Development Opt	25,540	25,300	18,975	25,300	22,100	22,100	
547-93	Inspections	20,940	19,170	14,378	19,170	17,400	17,400	
547-93	Assessor	20,090	20,460	15,345	20,460	22,300	22,300	
547-93	CD-GIS	18,300	15,110	11,332	15,110	15,300	15,300	
547-95	Library	8,020	8,380	6,285	8,380	10,000	10,000	
547-97	Cemetery	9,390	9,410	7,057	9,410	9,600	9,600	
547-99	Printer / Copies	29,020	29,500	21,469	30,000	31,200	31,200	
<b>TOTAL IS REVENUES</b>		<b>796,380</b>	<b>769,710</b>	<b>576,627</b>	<b>770,210</b>	<b>779,700</b>	<b>779,700</b>	<b>9,990</b>
Percent Budget Change								<b>1.30%</b>
<b>OTHER REVENUE</b>								
546-00	General Gov't Services	<b>1,000</b>	<b>5,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(5,120)</b>
Percent Budget Change								<b>-100.00%</b>
<b>GRAND TOTAL</b>		<b>797,380</b>	<b>774,830</b>	<b>576,627</b>	<b>770,210</b>	<b>779,700</b>	<b>779,700</b>	<b>4,870</b>
Percent Budget Change								<b>0.63%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b> Information Systems
<b>Program:</b> Internal Service

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Director	19	1.00	19	1.00
Network Administrator	13	1.00	13	1.00
Programmer/Analyst	12	2.00	12	2.00
PC/Network Specialist	9	1.00	9	1.00
TOTAL	XXX	5.00	XXX	5.00

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Public Works & Utilities	Fleet Division
<b>Program:</b> Internal Service/ Trust/Agency Funds	<b>Submitted by:</b> Gerry Kaiser

Fleet Maintenance Fund  
2025 Operating Budget

The fleet maintenance division of the Public Works Department was created in 2003 and implemented in 2004. All City vehicles and equipment are now maintained in-house by the fleet mechanics. Departments no longer have their vehicles serviced and maintained by outside repair shops, unless fleet mechanics cannot perform the needed work. Prior to 2025, fixed rates were established and reviewed yearly to insure competitiveness with the private sector. Routine tasks (oil changes, wheel alignment, etc.) were also performed at the same price as the low bid received from the private sector. It is the intention that the fleet division be, at worst, a cost neutral operation. The fund balance shown below includes parts inventory and cash. As the life of vehicles are extended, Motor Pool Supplies increases.

Starting in 2025, the Fleet Division costs were assigned to each department based on the historic use of fleet services.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Request</u>	<u>2025 Proposed</u>
Fund Balance (Deficit), January 1	<u>\$244,490</u>	<u>\$213,082</u>	<u>\$223,392</u>	<u>\$231,522</u>	<u>\$231,522</u>
<b><u>REVENUES</u></b>					
Vehicle Maintenance Charges	\$707,852	\$786,480	\$785,000	\$812,090	\$812,090
Fuel Revenue	<u>9,937</u>	<u>10,500</u>	<u>10,500</u>	<u>10,500</u>	<u>10,500</u>
Total Revenue	<u>\$717,789</u>	<u>\$796,980</u>	<u>\$795,500</u>	<u>\$822,590</u>	<u>\$822,590</u>
<b><u>EXPENDITURES</u></b>					
Operations	<u>\$749,197</u>	<u>\$786,670</u>	<u>\$787,370</u>	<u>\$819,990</u>	<u>\$819,990</u>
Total Expenditures	<u>\$749,197</u>	<u>\$786,670</u>	<u>\$787,370</u>	<u>\$819,990</u>	<u>\$819,990</u>
Excess Revenues Over (Under) Expenditures	(\$31,408)	\$10,310	\$8,130	\$2,600	\$2,600
Fund Balance (Deficit), December 31	<u>\$213,082</u>	<u>\$223,392</u>	<u>\$231,522</u>	<u>\$234,122</u>	<u>\$234,122</u>

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*FLEET MAINTENANCE REVENUES\*\*  
FOR FISCAL YEAR 2025**

<b>ACCOUNT #</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2023 ACTUAL</b>	<b>2024 BUDGET</b>	<b>2024 YTD (9 MONTHS)</b>	<b>2024 ESTIMATE</b>	<b>2025 DEPT REQUEST</b>	<b>2025 PROPOSED</b>	<b>BUDGET CHANGE</b>
548-1401	Recycle-Curbside Veh Main	40,067	38,230	37,512	41,900	39,740	39,740	
548-1402	Waste Oil/Drop Off	5,002	5,170	3,754	4,220	5,230	5,230	
548-1407	Recycle-Yardwaste Veh Chr	25,200	41,530	28,407	38,330	40,180	40,180	
548-1414	Assessor Veh Maint Charge	1,251	310	175	320	530	530	
548-1418	City Bldg Veh Maint Chrg	3,187	2,180	1,758	2,180	3,130	3,130	
548-1421	Police Veh Maint Charges	15,509	30,390	15,710	22,660	24,350	24,350	
548-1435	Eng Veh Maint Charges	3,251	3,820	3,611	3,820	3,820	3,820	
548-1439	Fleet Veh Maint Charges	5,105	5,010	2,035	5,550	4,920	4,920	
548-1440	PW Fleet Maint Charges	315,182	345,960	282,580	351,770	335,970	335,970	
548-1444	Parking Util Veh Maint Ch	8,224	14,670	9,734	13,910	0	0	
548-1445	Sewer Veh Maint Charges	0	0	0	0	32,380	32,380	
548-1449	Storm Veh Maint Charges	131,131	124,430	74,850	122,140	142,350	142,350	
548-1456	Water Veh Maint Charges	4,879	8,250	8,937	9,500	10,690	10,690	
548-1471	Traffic Veh Maint Charges	3,579	6,010	8,104	8,300	7,890	7,890	
548-1481	Park & Rec Veh Maint Chrg	130,233	146,740	92,411	146,740	149,400	149,400	
548-1493	Comm Dev Veh Maint Charge	1,303	4,800	2,534	4,680	1,260	1,260	
548-1471	Cemetery Veh Maint Charge	14,749	8,980	4,411	8,980	10,250	10,250	
548-1500	Fuel Revenue	9,937	10,500	7,706	10,500	10,500	10,500	
<b>TOTAL FLEET REVENUES</b>		<b>717,789</b>	<b>796,980</b>	<b>584,229</b>	<b>795,500</b>	<b>822,590</b>	<b>822,590</b>	<b>25,610</b>

**CITY OF NEENAH**  
**OPERATING BUDGET**  
**\*\*\* FLEET EXPENDITURES \*\*\***  
**FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
0101	Salaries	81,551	89,350	61,714	87,650	88,940	88,940	
0102	Full Time Hourly Wages	253,817	274,430	205,679	275,240	286,160	286,160	
0104	Overtime Wages	5,100	4,000	18	4,000	4,000	4,000	
0110	Health Insurance	105,360	113,410	85,050	113,410	125,130	125,130	
0111	Fringes	70,184	75,660	55,012	75,480	79,100	79,100	
0115	Schools/Seminars/Training	0	500	400	500	500	500	
0117	Clothing Allowance	3,330	3,200	2,785	3,200	3,200	3,200	
0124	Meal Allowance	0	50	0	50	50	50	
0214	Maint of Buildings	0	200	0	200	200	200	
0216	Maint of Operating Equip	1,736	1,000	0	1,000	1,000	1,000	
0218	Maintenance of Software	1,023	1,050	1,181	1,200	1,200	1,200	
0221	Telephone	177	190	105	190	140	140	
0222	Electricity	5,942	6,400	4,088	6,200	6,600	6,600	
0223	Natural Gas	3,799	5,150	2,459	5,000	5,350	5,350	
0224	Water & Sewer	4,244	5,000	3,567	5,000	5,250	5,250	
0226	Storm Water	1,811	1,810	2,299	3,000	1,900	1,900	
0227	Cellular Telephone	482	470	268	480	480	480	
0236	Outside Services	3,101	2,200	2,065	2,200	2,200	2,200	
0237	Pest Control	225	210	158	220	220	220	
0254	Printer / Copies	168	230	160	230	300	300	
0255	IS Services / Internal	21,300	19,300	14,475	19,300	20,000	20,000	
0258	GIS Services/Internal	740	0	0	0	0	0	
0263	Internet Access Services	4,282	5,000	3,829	5,000	5,000	5,000	
0293	Maint of Motor Veh/Fleet	4,481	4,180	1,925	4,180	4,920	4,920	
0294	Oil and Fluids/Fleet	428	280	1,111	1,120	0	0	
0296	Maint of Oper Eq/Fleet	246	550	11	250	0	0	
0301	Office Supplies	0	100	60	100	100	100	
0306	Cleaning/Janitor Supplies	0	700	540	700	700	700	
0310	Gasoline & Oil	2,619	2,550	1,928	2,550	2,600	2,600	
0314	Building Maint Supplies	0	200	0	200	200	200	
0316	Equipment Maint. Supplies	290	500	45	400	500	500	
0319	Safety Supplies	375	500	0	400	500	500	
0320	Small Tools	1,650	1,700	615	1,600	1,700	1,700	
0333	All Other Supplies	0	100	0	100	100	100	
0344	Small Equipment	0	500	0	500	500	500	
0345	Shop Supplies	5,510	6,000	6,513	6,520	6,000	6,000	
0347	Small Computer Hardware	0	0	0	0	250	250	
0360	Motor Pool Supplies	165,226	160,000	131,307	160,000	165,000	165,000	
	<b>TOTAL FLEET MAINT.</b>	<b>749,197</b>	<b>786,670</b>	<b>589,367</b>	<b>787,370</b>	<b>819,990</b>	<b>819,990</b>	<b>33,320</b>
						Percent Budget Change		<b>4.24%</b>



**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Fleet Maintenance
<b>Program:</b>
Internal Service

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fleet Superintendent	11	1.00	11	1.00
Mechanic	9	4.00	9	4.00
Mechanic Asst/Building Tech (shared with Public Works)	7	<u>0.50</u>	7	<u>0.50</u>
TOTAL	XXX	5.50	XXX	5.50

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Liability Insurance Fund
<b>Program:</b> Internal Service/ Trust/Agency Funds	<b>Submitted by:</b> Vicky K. Rasmussen

Liability Insurance Fund  
2025 Operating Budget

The City of Neenah Liability Insurance Fund accounts for all revenues and expenditures associated with liability claims of the City. The Fund is funded by unspent dollars budgeted for liability claims in the City's General Fund. Expenses in the fund include the cost of liability claims and transfers to the General Fund to pay for costs associated with limiting the City's liability risk. The fund also accounts for debt related activity associated with the City's investment in the Cities and Villages Mutual Insurance Company.

Due to recent increases in the claims funded by the City's self insured retention, the City's General Fund raised the budget for liability claims by \$10,000 to \$60,000 starting in 2014, with another increase to \$70,000 starting in 2016. These funds are then transferred to this fund to cover costs associated with claims incurred.

The 2025 proposed budget includes \$30,000 to rewrite the City's Sign Code Ordinance.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance (Current Assets less Current Liabilities), Jan. 1	<u>\$151,925</u>	<u>\$117,400</u>	<u>\$117,400</u>	<u>\$32,400</u>
<b><u>REVENUES</u></b>				
Transfers from General Fund for Liability Insurance Claims	70,000	-	55,000	70,000
Total Revenue	<u>70,000</u>	<u>-</u>	<u>55,000</u>	<u>70,000</u>
<b><u>EXPENDITURES</u></b>				
Liability Claims	104,525	70,000	140,000	70,000
Sign Code Rewrite	-	-	-	30,000
Total Expenditures	<u>104,525</u>	<u>70,000</u>	<u>140,000</u>	<u>100,000</u>
Excess Revenues Over (Under) Expenditures	(34,525)	(70,000)	(85,000)	(30,000)
Fund Balance, December 31	<u>\$117,400</u>	<u>\$47,400</u>	<u>\$32,400</u>	<u>\$2,400</u>

**CITY OF NEENAH**  
**2025 OPERATING BUDGET**  
**PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Finance	Benefit Accrual Fund
<b>Program:</b> Internal Service/ Trust/Agency Funds	<b>Submitted by:</b> Vicky Rasmussen

Benefit Accrual Fund  
2025 Operating Budget

The City of Neenah Benefit Accrual Fund accounts for all revenues and expenditures associated with the reporting and payment of employee fringe benefit costs of the City. This includes health insurance benefits and Wisconsin Retirement System costs as well as funding time-off-with-pay liabilities accrued by the City. The Fund is funded by departmental charges based upon a percentage of each labor dollar incurred by that department.

Also included in the Health Insurance Costs are the costs associated with a health clinic for city employees, which is located within Fire Station No. 31 in space previously occupied by the Fox Valley Technical College.

The City intends to move from fully-insured health care to a self-funded plan in 2025. This transition is made in an attempt to better control costs while still providing quality health insurance to our employees at the most reasonable price possible.

The City recognizes that changes made to the 2025 health insurance plan have many employees feeling apprehensive about costs. As a result, the City is budgeting for a one-year only stipend, paid to the employee's HRA, for those employees who maintain coverage with the City's health plan, in an amount equal to the difference between the previous reduction rate and the new base premium.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Proposed</u>
Fund Balance (Net Position), January 1	<u>\$2,521,224</u>	<u>\$3,063,894</u>	<u>\$3,063,894</u>	<u>\$3,590,134</u>
<b><u>REVENUES</u></b>				
Departmental Charges for Services	9,057,585	9,275,000	9,558,000	10,300,000
Total Revenue	<u>9,057,585</u>	<u>9,275,000</u>	<u>9,558,000</u>	<u>10,300,000</u>
<b><u>EXPENDITURES</u></b>				
Health Insurance Costs and Other Employee Benefits	4,178,235	4,600,000	4,507,360	5,730,000
Retirement System Expense	4,336,680	4,350,000	4,524,400	4,500,000
Transfer to General Fund	0	0	0	350,000
Total Expenditures	<u>\$8,514,915</u>	<u>\$8,950,000</u>	<u>\$9,031,760</u>	<u>\$10,580,000</u>
Excess Revenues Over (Under) Expenditures	\$542,670	\$325,000	\$526,240	(\$280,000)
Fund Balance, December 31	<u>\$3,063,894</u>	<u>\$3,388,894</u>	<u>\$3,590,134</u>	<u>\$3,310,134</u>

\*Amounts above excludes funds set aside for employee benefit liabilities.

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Expendable Trust Funds
<b>Program:</b> Internal Service/ Trust/Agency Funds	<b>Submitted by:</b> Vicky Rasmussen

Expendable Trust Funds are used to account for assets held by the City in a trustee capacity for individuals, private organizations, other government units or other funds. They are accounted for in essentially the same manner as Governmental funds.

Descriptions of major funds are listed below:

Cemetery Perpetual Care Fund  
2025 Operating Budget

To account for assets and proceeds from burial lot sales restricted for purposes of income generation and the corresponding transfers to the General Fund for cemetery maintenance purposes.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance, January 1	<u>\$1,441,326</u>	<u>\$1,563,476</u>	<u>\$1,563,476</u>	<u>\$1,713,476</u>
<u>REVENUES</u>				
Interest, Market Adj. & Miscellaneous	<u>\$148,278</u>	<u>\$50,000</u>	<u>\$175,000</u>	<u>\$50,000</u>
<u>EXPENDITURES</u>	<u>\$26,128</u>	<u>\$30,000</u>	<u>\$25,000</u>	<u>\$25,000</u>
Excess Revenues Over (Under) Expenditures	\$122,150	\$20,000	\$150,000	\$25,000
Fund Balance, December 31	<u>\$1,563,476</u>	<u>\$1,583,476</u>	<u>\$1,713,476</u>	<u>\$1,738,476</u>

Cemetery Flowers Fund  
2025 Operating Budget

To account for private donations and bequests for the purpose of providing grave site flowers.

	2023 Actual	2024 Budget	2024 Estimate	2025 Proposed
Fund Balance, January 1	<u>\$161,414</u>	<u>\$162,604</u>	<u>\$162,604</u>	<u>\$160,104</u>
<u>REVENUES</u>				
Interest & Miscellaneous	<u>\$5,733</u>	<u>\$3,000</u>	<u>\$1,000</u>	<u>\$2,000</u>
<u>EXPENDITURES</u>	<u>\$4,543</u>	<u>\$3,500</u>	<u>\$3,500</u>	<u>\$3,500</u>
Excess Revenues Over (Under) Expenditures	\$1,190	(\$500)	(\$2,500)	(\$1,500)
Fund Balance, December 31	<u>\$162,604</u>	<u>\$162,104</u>	<u>\$160,104</u>	<u>\$158,604</u>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Finance	<b>Budget:</b> Business Improvement District
<b>Program:</b> Internal Service/Trust/Agency Funds	<b>Submitted by:</b> Vicky K. Rasmussen

Neenah Central City Business Improvement District  
2025 Operating Budget

In 2001, business and property owners located within the proposed Neenah Central City Business Improvement District (the "District") signed a petition requesting the creation of a Business Improvement District. The purpose of the district is to sustain the competitiveness of Downtown and ensure a safe, clean environment conducive to business and recreational activity. The petition was included as part of the Initial Operating Plan that was developed in accordance with the BID statutes. The Neenah Common Council approved the Plan and created the District on November 20, 2001. The BID District functions as a cooperative partnership with the City of Neenah and Future Neenah, Inc.

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Proposed</u>
Fund Balance, January 1	<u>\$64,543</u>	<u>\$94,797</u>	<u>\$94,797</u>	<u>\$94,797</u>
<u>REVENUES</u>	<u>\$178,393</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
<u>EXPENDITURES</u>	<u>\$148,139</u>	<u>\$150,000</u>	<u>\$150,000</u>	<u>\$150,000</u>
Excess Revenues Over (Under) Expenditures	\$30,254	\$0	\$0	\$0
Fund Balance, December 31	<u>\$94,797</u>	<u>\$94,797</u>	<u>\$94,797</u>	<u>\$94,797</u>

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b>	<b>Budget:</b>
Municipal Court	Joint Municipal Court Fund
<b>Program:</b> Internal Service	<b>Submitted by:</b>
Trust/Agency Funds	J. Gunz/V. Rasmussen

Joint Municipal Court Fund  
2025 Budget

Effective May 1, 2002, the Cities of Neenah and Menasha jointly agreed to form a municipal court. The joint court handles all municipal ordinance violations that were previously being handled in circuit court. It is anticipated that the local municipal court will more efficiently handle municipal violations.

It is anticipated that the City of Neenah share of the 2025 budget expenditures and revenues will be determined by our percentage share of the number of citations processed by the court. This share is estimated to be approximately 60%

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Estimate</u>	<u>2025 Request</u>	<u>2025 Budget</u>
Fund Balance (Deficit), January 1	<u>(\$378,303)</u>	<u>(\$172,331)</u>	<u>(\$172,331)</u>	<u>(163,331)</u>	<u>(163,331)</u>
<u>Revenues</u>					
Court Revenue	<u>316,781</u>	<u>402,400</u>	<u>359,250</u>	<u>389,850</u>	<u>389,850</u>
	316,781	402,400	359,250	389,850	389,850
<u>Expenditures</u>					
Operations	123,592	128,180	128,000	131,410	131,410
Interest	17,105	5,000	7,000	3,500	3,500
Court Fine Reimbursements	<u>225,400</u>	<u>283,000</u>	<u>255,000</u>	<u>280,000</u>	<u>280,000</u>
Total Expenditures	<u>366,097</u>	<u>416,180</u>	<u>390,000</u>	<u>414,910</u>	<u>414,910</u>
Operating Revenues Over (Under) Exp.	(49,316)	(13,780)	(30,750)	(25,060)	(25,060)
Transfer In - Neenah	255,288	5,000	14,250	12,940	12,940
Transfer In - Menasha	0	0	25,500	93,790	93,790
Fund Balance (Deficit), December 31	<u>(172,331)</u>	<u>(181,111)</u>	<u>(163,331)</u>	<u>(81,661)</u>	<u>(81,661)</u>
<u>Fund Balance Allocation</u>					
Menasha Share of Fund Deficit	(172,331)	(177,843)	(163,331)	(81,661)	(81,661)
Neenah Share of Fund Deficit*	-	(3,268)	-	-	-

\*In 2023, Neenah paid it's previous share of the Joint Municipal Court deficit. Neenah plans to pay it's share of the annual deficit to the Court at then end of each year. The remaining fund deficit will be repaid by the City of Menasha.

**CITY OF NEENAH  
OPERATING BUDGET  
\*\*MENASHA NEENAH MUNICIPAL COURT EXPENDITURES\*\*  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>COURT (7050-938)</u></b>								
0101	Salaries	81,077	84,270	61,861	84,610	88,250	88,250	
0110	Health Insurance	5,000	5,000	3,750	5,000	5,000	5,000	
0111	Fringes	10,602	10,820	8,109	10,860	11,460	11,460	
0115	Schools/Seminars/Training	40	800	283	290	800	800	
0202	Outside Printing	0	150	0	150	150	150	
0203	Postage	1,017	1,400	930	1,200	1,400	1,400	
0205	Debit Card Services	705	750	423	750	750	750	
0207	Dues & Memberships	845	850	845	850	850	850	
0218	Maintenance of Software	6,754	7,700	7,105	7,250	7,500	7,500	
0221	Telephone	298	420	375	420	450	450	
0232	Auditing Services	1,850	1,850	1,925	1,930	2,000	2,000	
0239	Insurance	100	0	100	100	100	100	
0254	Printer / Copies	388	370	315	400	400	400	
0255	IS Services / Internal	13,500	12,400	9,300	12,400	11,000	11,000	
0258	GIS Services/Internal	740	0	0	0	0	0	
0272	Translator	150	300	0	300	300	300	
0301	Office Supplies	497	500	290	500	500	500	
0303	Computer Oper Supplies	0	500	149	500	0	0	
0333	All Other Supplies	14	100	237	240	0	0	
0347	Small Hardware	0	0	0	250	500	500	
	<b>COURT</b>	<b>123,577</b>	<b>128,180</b>	<b>95,997</b>	<b>128,000</b>	<b>131,410</b>	<b>131,410</b>	<b>3,230</b>
<b><u>COURT FINE REIMBURSEMENT (7051-938)</u></b>								
0574	City of Neenah	61,835	80,000	58,562	70,000	80,000	80,000	
0575	City Of Menasha	51,308	56,000	45,478	60,000	60,000	60,000	
0576	State of Wisconsin	80,343	105,000	72,836	90,000	100,000	100,000	
0577	Winnebago County Treasure	31,914	42,000	29,215	35,000	40,000	40,000	
	<b>FINE REIMBURSEMENT</b>	<b>225,400</b>	<b>283,000</b>	<b>206,091</b>	<b>255,000</b>	<b>280,000</b>	<b>280,000</b>	<b>(3,000)</b>
<b><u>TRANSFERS (9910-999)</u></b>								
0999	Transfers	17,105	5,000	6,198	7,000	3,500	3,500	
	<b>Transfers</b>	<b>17,105</b>	<b>5,000</b>	<b>6,198</b>	<b>7,000</b>	<b>3,500</b>	<b>3,500</b>	<b>(1,500)</b>
<b>MUNICIPAL COURT OPERATIONS</b>		<b>366,082</b>	<b>416,180</b>	<b>308,286</b>	<b>390,000</b>	<b>414,910</b>	<b>414,910</b>	<b>(1,270)</b>
Percent Budget Change								<b>-0.31%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b> M-N Municipal Court
<b>Program:</b> Custodial Fund

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Judge	2,833/mo	1.00	2,961/mo	1.00
Records Clerk	7	<u>1.00</u>	7	<u>1.00</u>
TOTAL	XXX	2.00	XXX	2.00



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NEENAH-MENASHA FIRE RESCUE - (Total)	
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
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## Department Head

Travis Teesch

### Major Activities

Neenah-Menasha Fire rescue (NMFR) is committed to providing a quality of public service that ensures the safety and well-being of our communities. We are committed to protecting lives and property to help provide an exceptional quality of life for our citizens. NMFR responds to over 3,000 emergency calls for service annually. NMFR provides our citizens fire suppression, emergency medical services, special operations, and water/ice rescue. NMFR spends numerous hours training to prepare its firefighters and provide skills needed to deal with the many hazardous conditions that occur when responding to emergencies. Fire prevention activities include conducting over 3,200 inspections annually, fire investigations, tank inspections and plan reviews. NMFR's award winning public education programs reach over 12,000 people a year through open houses, safety fairs, parades, station tours, school visits and formal programs. The Cities of Neenah and Menasha share department costs based upon a four-factor formula.

**The estimated share of departmental costs for 2025 is City of Neenah - 61.12% and City of Menasha - 38.88%**

**Operating Budget Information/Number of Employees**  
**(Full Department)**

	2023 Actual	2024 Budget	2025 Requested	% Increase	2025 Proposed	% Increase
Operating Budget	\$ 9,661,575	\$ 9,970,950	\$ 11,110,560	11.43%	\$ 10,481,020	5.12%
No. of Employees (FTE)	68	68	72.67	7%	68	0%

### Budget Adjustments

### **Increases (Decreases) to Expenditures Requested**

<b>Mayor Recomemended</b>	<b>\$ (629,540)</b>
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*Mayor's Comments:*

*Executive Adjustments recommended by the Mayor's of both cities.*

The 2025 NMFR budget request included 4.67 new positions as follows: 3 "Firefighters", 1 "Captain" and 1 part-time "Administrative Assistant" position. This request totaled \$457,110 (wage and fringe). Due to operating budget constraints, we can not recommend these positions being added to this department, thus we are recommending a \$457,100 reduction in the NMFR budget (Neenah's share is \$279,400 and Menasha's share is \$177,700).

After compiling budget requests from all departments and reviewing the impact on the budget as a whole, we asked NMFR management to identify specific reductions in their line item budgets to assist in balancing the 2025 budget. As a result, I am recommending an additional \$172,430 reduction in the NMFR budget (Neenah's share is \$105,400 and Menasha's share is \$67,030).

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**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## **Mission Statement:**

Neenah-Menasha Fire Rescue consists of committed professionals whose mission is to provide the highest standard of service through fire suppression, prevention, education, emergency medical response, technical rescue and community interaction to preserve the quality of life and property for all of those within the Cities of Neenah and Menasha.

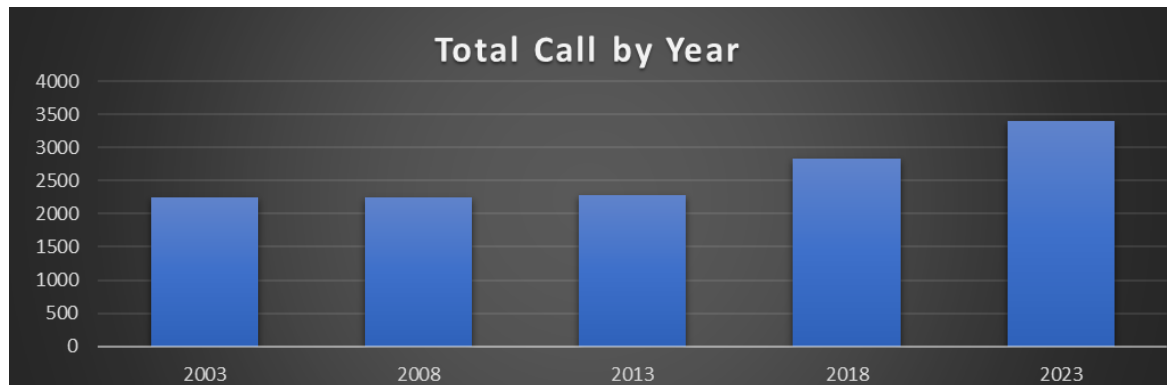
## **Vision Statement:**

Our vision at Neenah-Menasha Fire Rescue is to have a positive, motivated, educated department. We strive to meet the community demands. We will accomplish this with an organized and defined structure. We encourage change, use resources to the full extent and work closely with outside agencies.

Our department activities can be broken down into three major divisions: **Operations, Training and Prevention**

## **Operations**

Neenah – Menasha Fire Rescue maintains and operates out of four fire stations strategically placed in Neenah and Menasha to ensure an excellent response time to all areas of the cities. Total call volume continues to rise with 2023 being a record high year. **Since the merger in 2023 call volume has increased by 45% along with a 10% population increase over the last six years.**



In 2024, our auto aid agreement with Appleton Fire Department (AFD) was expanded providing both AFD and NMFR with improved responses to structure fires. Wisconsin Emergency Management (WEM) has resumed all Task Force 1 operations; NMFR is an active partner in that undertaking. Our participation enhances our abilities to respond to large scale disasters and rescue operations that are very technical in nature.

***Deputy Fire Chief Shane Krueger oversees department operations.***

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## ***Professional Development***

***“Professional Development” for many jobs you get “trained” on how to use or do a specific tool or task on your orientation, other careers that require perfection with specific equipment and decision making skills have continued education or “Professional Development”.***

**Professional Development and Credentialing:** A wide variety of people, such as teachers, military officers, health care professionals, firefighters, law enforcement officers, lawyers, accountants and engineers engage in professional development. Individuals may participate in professional development because of an interest in lifelong learning, a sense of moral obligation, to maintain and improve professional competence, to enhance career progression, to keep abreast of new technology and practices, or to comply with professional regulatory requirements. Approaches to professional development, include consultation, coaching, lesson study, mentoring, reflective supervision and technical assistance.

NMFR uses all of these professional development approaches through our Job Performance Requirements (JPR's), Task Books and Subject Matter Experts (SME). Currently, NMFR has nearly 200 JPR's which are used to train and hone firefighters skills. We use these JPR's in our Task Books which include: Probationary Firefighter, Driver/Operator, Inspector/Investigator (under development) and Fire Officer. One of my greatest challenges is the department structure 3 shifts, 4 stations and 68 personnel. NMFR has SME's in; water rescue, technical rescue, vehicle extrication, fire suppression and incident management. I use these SME's to continue to develop department personnel skills and knowledge.

NMFR and the Oshkosh Fire Department completed our 5<sup>th</sup> joint recruit class in April of 2024. This is a great partnership between neighboring communities as it reduced the time commitment of on-duty crews working with recruit school (5 weeks).

- Structure Fire Attack
- Wild Land Fire Attack
- Pump Operations – Water Movement
- High Rise – Aerial Operations
- SCUBA Dive Rescue – Open Water & Ice
- Active Shooter
- Emergency Medical Training
- Technical Rescue – Trench, Building Collapse, High Angle
- Shore & Boat Based Open Water Rescue
- Mental Health – EAP, PTSD & Suicide

Department credentialing through the Center for Public Safety Excellence (CPSE) is a key component of NMFR's commitment to professional development. The CPSE credentialing process is designed to validate the knowledge, skills, and competencies of fire service professionals, ensuring they meet the highest standards in the industry.

*Professional Development is not practicing until you get it right...*

*... It is practicing until you can't get it wrong.*

***Assistant Fire Chief Jim Peglow oversees department training activities.***

### PROGRAM COMMENTS

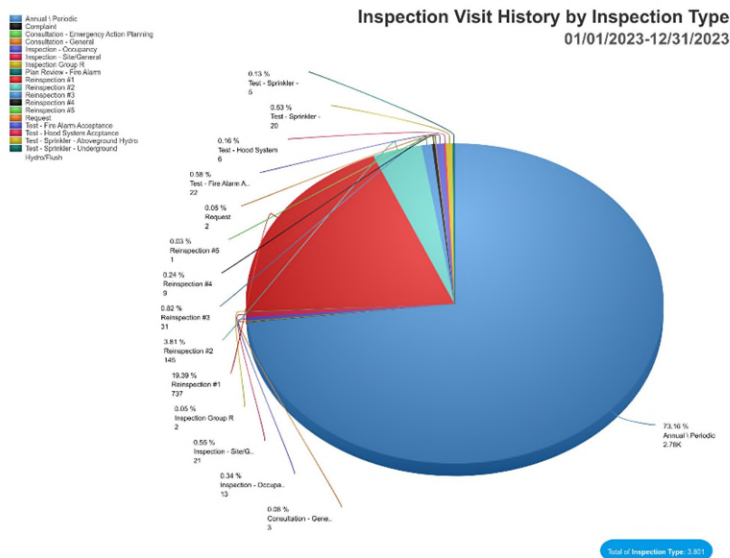
<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

## ***Fire Prevention, Fire Investigations and Public Education***

NMFR Fire Prevention Bureau, encompasses Fire Prevention, Fire Inspections, Fire Investigations, and Public Education.

Fire prevention programs include detailed review of all new construction, remodeling of existing structures, refurbishing older facilities, and changes to any and all fire detection and suppression systems of all commercial properties and multi-family residential facilities.

### Inspection History by Inspection Type



Fire inspections are required to be completed by Wisconsin State Statute, for all commercial businesses and multi-family (3 family or more) residential structures, within our jurisdiction, with most occupancies being done two times annually. *This requirement is aided by the 2% dues funding from the State of Wisconsin. In 2024, the City of Neenah's 2% dues funding check was \$125,892.97, and the City of Menasha's was \$71,533.97 for a total of \$199,450.94.*

**Total Inspections Completed**  
**3,801**

Fire investigations are required by Wisconsin State statute 165.55, which requires that every fire shall be investigated for cause and origin, as well as circumstances. NMFR conducts investigations of every fire that occurs within our jurisdiction and works in conjunction with law enforcement when a fire is determined or suspected to be incendiary or criminal in nature.

**Total Pre-Incident Value \$28,701,149.00**

<b>Total Fire Loss</b>	<b>\$1,485,359.00</b>
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**Total Saved** **\$27,215,790.00**



**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

Fire and life safety education (public education), including our juvenile fire setter intervention program, remain active as well. Our Public Education Team, along with operations personnel, provided public education programs, fire/life safety presentations, and general fire safety educational information, to more than 17,400 children and adults through video, social media, and virtual meetings when in person meetings couldn't be held. The team continues to conduct fire safety programs at public and private schools in the Neenah and Menasha school districts during the fire prevention month of October. NMFR has a multi-age based program for Elementary, Middle and High School students to provide age-appropriate fire safety presentations. NMFR focuses on adult and elderly programs including our ongoing residential smoke detector installs in single family residential homes throughout the cities of Neenah and Menasha at no cost to the residents through donations from the American Red Cross.

All these special disciplines have proven to reduce injury and death yet is difficult when we attempt to compile a true perspective of the impact. Actual quantifiable numbers for fires prevented, and/or lives saved, by the information shared and lessons learned during our interaction with individuals cannot be measured as we cannot place a number or dollar amount on an incident that never occurs. However, we are very confident that maintaining the outstanding level of service that is provide through NMFR, certainly makes a huge difference and is without a doubt saving lives and property within the communities of Neenah and Menasha.

***In the absence of an Assistant Fire Chief – Fire Marshal prevention/inspection activities are being overseeing by all administrative staff with Deputy Chief Shane Krueger taking the primary role.***

**2024 Accomplishments:**

- Held the 5<sup>th</sup> Regional Joint Recruit Training Academy with Oshkosh Fire Department.
- Hired and trained five new firefighters to replace the four who retired and one who left.
- Goal setting with Shift Commanders and Administration Staff.
- Successfully completed the State of Wisconsin 2% Dues Audit.
- Expanded our internship program reach to include Waukesha Technical College.
- Ladder Truck ordered.
- Heavy Rescue Vehicle ordered.
- Five people promoted to Fire Officer.
- Received a \$12,000 grant for Jaws of Life
- Secured a grant of \$227,000 to replace radios.
- Received \$500,000 grant for training tower upgrades/replacement.
- Held an employee recognition ceremony at training center

**2025/2026 Goals:**

- Evaluate department policies and SOG's and implement the Lexipol training platform.
- Transition from operating with two Medium Duty Rescue vehicle to one Heavy Duty Vehicle
- Review Administrative positions to include comp & class of similar size departments.
- Review Shift Commander roles and responsibilities.
- Implement an officer training academy for newly promoted officers (Captain rank).
- Begin succession planning for Assistant Chief – Training
- Prepare the department for CPSE accreditation.
- Begin improvements to Station #31 and the training grounds.
- Implement a Chaplain/PEER support program.
- Implement a Fire Ops academy for elected officials and other stakeholders.

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

**Major Increases/Decreases in 2025 Operating Budget:** Listed below are major increases/decreases \$5,000 and over. Increases/decreases less than \$5,000 are not listed below.

Salaries (0101): Increase of \$410,600.

**Recommendations:** To address these challenges and ensure continued excellence in service delivery, I recommend the following staffing enhancements:

1. **Increase Line Personnel:**
  - Hire an additional line personnel, adding one firefighter per shift (three total). This will increase our daily minimum staffing level from 17 to 18 firefighters, improving our response capacity and reducing wait times for those in need of our services.
2. **Training Support:**
  - Hire a Training Captain to assist the Assistant Chief of Training. This addition will help us maintain our ISO I standards and ensure our personnel receive the highest level of training and preparedness.
3. **Administrative Support**
  - Hire a part-time Administrative Assistant. This position will support our administrative functions **and facilitate our pursuit of fire department accreditation from the Center for Public Safety Excellence (CPSE)**, which is our next logical step following our recent achievement of an ISO I rating.

**Background:** Neenah-Menasha Fire Rescue (NMFR) was established on January 1, 2003, following the consolidation of the City of Neenah Fire Department and the City of Menasha Fire Department. We serve a growing population of over 45,000 residents with a dedicated team of 68 career employees, including 63-line staff divided into three shifts of 21 personnel each, and a team of 5 administrative staff. Our department operates from four strategically located fire stations, providing comprehensive emergency services, including fire suppression, auto extrication, and ice/water rescue.

**Current Staffing:** At the time of consolidation, our staffing levels were reduced from 73 to 68 personnel. Currently, our daily minimum staffing level is 17 personnel, which partially meets the NFPA-1710 standard for a typical house fire response. However, our staffing levels fails to meet the standard regarding the number of personnel assigned to each apparatus.

Overtime (0104): This number can be reduced to \$185,000 if the staffing recommendations listed above are achieved. Otherwise, increase of \$100,000 to a total of \$325,000 for 2025 **based on historical usage**. Funds are used for training, staffing, and public relations activities. **Retirements are usually done within the first quarter of every year and the positions are not filled until after the first quarter.** This creates open positions that need to be backfilled when staffing drops below minimum.

Health Insurance (0110): Increase of \$365,700 per City of Neenah Finance Department.

Fringes (0111): Increase of \$252,880 per City of Neenah Finance Department.

Maint. of Software (0218): Increase of \$56,270. This line is increased to include **Office 365 licenses** for all staff. Currently only administered staff and shift commanders have this level of license **(\$14,500)**. Also included in this increase are funds for the purchase and implementation of Lexipol to manage our department policies, procedures, and guidelines. **Lexipol** provides a comprehensive, customizable solution that ensures our policies are current, legally sound, and reflect best practices, enhancing our operational efficiency and compliance. (Three year contract **\$25,168** year-1, \$25,168 year - 2, \$11,515 year-3). Additional inflation **(\$16,230)** in this line is related to **vendor increases** on software programs already in use by NMFR. The Neenah IS department is applying for a \$5,000 grant to offset cost associated with Multi-Factor Identification (MFA) requirements implemented by Winnebago County for use their CAD software.

Outside Services (0236): Increase of \$5,970. Increase is based upon increase from vendor.



**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

Professional Services (0238): Increase of \$8,000. Increase is based upon increase from vendor for physicals. Chest x-rays for quite a few staff are due. In addition, there are more staff members required to complete the annual nicotine testing for the cancer presumption law with WRS.

Maint. of Training Tower (0250): Decrease of \$13,000 based upon anticipation of new facility and to **offset costs of Microsoft Office 365 for all NMFR staff.**

Neenah City I/S Services (0255): Decrease of \$11,200 per City of Neenah IS Department.

Gasoline & Oil (0310): Increase of \$17,070 based upon historical usage and project inflation costs.

Personal Protective Equipment (0348): Increase of \$53,000. The cost of turnout gear has increased by 20% in the last two years. In addition, the department needs to replace ballistic gear used for active shooter responses. Our gear has surpassed its manufacturer listed lifespan.

All Other Equip: (8133): Increase of \$5,000. This is based upon vendor increases of 15-20%.

Revenue Increase 2% Dues: Increase in the amount of \$27,217.33 from 2023; this can be used **offset the cost of implementing Lexipol.**

**Budget Justification**

These budget recommendations align with our mission and values, ensuring we continue to provide exceptional service and strengthen our community:

**Mission**

We strengthen our community by building on the past, owning the present, and stewarding the future together.

**Values**

- **Pursue Growth**: Investing in additional personnel and training fosters individual and community development.
- **Encourage Innovation**: Implementing Lexipol demonstrates our commitment to anticipating change and embracing new solutions.
- **Cultivate Collaborative Relationships**: Adding a training captain and administrative assistant will enhance our teamwork and operational effectiveness.
- **Engage with Our Community**: Increased staffing levels and improved response times will enable us to better serve and include our community members in our mission.

Over the past twenty years, since consolidation, **it is conservatively estimated that NMFR have saved \$10 million in payroll** alone. This significant financial achievement underscores the resourcefulness and cooperation of our two communities. However, the time has come to expand our staffing levels.

Investing in additional personnel and resources will enable us to meet the increasing demands and sustain the high standards of service our communities expect. By aligning our budget with our mission and values, **we reaffirm our commitment to the safety and well-being of the Cities of Neenah and Menasha**

**CITY OF NEENAH  
2025 OPERATING BUDGET**

**PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue (NMFR)	<b>Budget:</b> Fire Department Operations
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

<b>Object Code No.</b>	<b>Description and Justification</b>	<b>Detail Amounts Within Object</b>	<b>Total of Object Code</b>
	<b><u>SUPPLEMENTARY DETAIL WORKSHEET FOR CAPITAL OUTLAY</u></b>		
8108	<u>Office Furniture &amp; Equipment</u> To replace old office/living furniture as necessary for the four stations. Total projected cost is \$5,000.	\$5,000	\$5,000
8113	<u>Communication Equipment</u> Funds are used monthly for the cost of the air cards for the MDC's and purchase of radio headsets used in all vehicles. Total projected cost is \$12,000. Increase is to begin the process of replacing portable radios and headsets in vehicles.	\$12,000	\$12,000
8115	<u>Computer Hardware Outlay</u> To replace computers and thin clients in 2024 based on Neenah IS's replacement program recommendation.	\$13,600	\$13,600
8133	<u>All Other Equipment</u> These funds are used to replace major equipment relating such as nozzles, adaptors, hose, ladders, large equipment. This includes water rescue and in-house EMS training.	\$35,000	\$35,000
8149	<u>Household Purchases</u> This is requested by the Joint Finance & Personnel Committee to budget purchases and repairs that are needed in the future for various household items (refrigerators, stoves, chairs, washer, dryers, etc.) for all four fire stations. Increase is needed due to increased cost of replacing items.	\$20,000	\$20,000

**CITY OF NEENAH  
2025 OPERATING BUDGET  
PROGRAM COMMENTS**

<b>Department/Office:</b> Neenah-Menasha Fire Rescue	<b>Budget:</b> Regional Special Operations Team
<b>Program:</b> Public Safety	<b>Submitted by:</b> Travis Teesch

**Neenah-Menasha Fire Rescue Special Operations Team:**

In 2005, NMFR joined with other 11 fire departments from around the state including: Green Bay, Appleton and Oshkosh Fire Departments to create Wisconsin Task Force (WITF). WITF has provided beneficial, and extremely technical training to many members of NMFR. This training has created several subject matter experts (SME's) that have assisted NMFR Training Bureau with department awareness and operations training to better protect our communities.

NMFR has gained valuable training, as well as approximately \$200,000 worth of vehicles and equipment. These funds have been provided by the State of Wisconsin through the Department of Homeland Security.

In 2011, the State of Wisconsin reviewed the Special Operations program and moved forward with one statewide team versus four regional teams. Working under a signed contract with the State of Wisconsin, NMFR personnel continue involvement with the State of Wisconsin/Wisconsin Emergency Management Rescue Team as Wisconsin Task Force 1 (WI-TF1). Their participation increases their level of knowledge, skills, and abilities, enabling them to bring those skills and provide this service at the local level. A 2-year contract was signed with the State of Wisconsin in 2016. The department now has six (6) members still participating with the WI-TF1. In 2020, there was no WI-TF1 due to no contract signed between the 11 fire departments and State of Wisconsin Emergency Management (WEM). In 2023, the contract was signed, and the State is back to funding training exercises for the departments. NMFR is committed to participating with WI-TF1 and WEM again.

**Major Increases (Decreases) in 2025 Budget:** None

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>FIRE DEPARTMENT</b>								
<b><u>FIRE OPERATIONS (2301-712)</u></b>								
0101	Salaries	5,786,028	5,898,460	4,308,469	5,948,640	6,309,060	5,992,950	
0104	Overtime Wages	295,406	225,000	168,557	225,000	185,000	220,000	
0105	Reimbursement / Overtime	(12,342)	(10,000)	(4,370)	(10,000)	(10,000)	(10,000)	
0106	FLSA Overtime Wages	54,687	58,000	47,093	60,000	60,000	60,000	
0110	Health Insurance	1,070,962	1,124,400	891,674	1,185,790	1,490,100	1,406,910	
0111	Fringes	1,471,589	1,591,960	1,138,187	1,605,400	1,844,840	1,758,340	
0115	Schools/Seminars/Training	14,157	26,800	21,269	31,000	32,000	30,000	
0116	Test/Certification for Eq	10,807	17,050	10,403	17,050	18,050	16,000	
0117	Clothing Allowance	34,977	40,000	36,334	40,000	42,000	42,000	
0118	License Renewal	5	2,100	0	2,100	2,100	2,100	
0125	Employee School Reimb	396	400	305	310	400	400	
0128	Empl Recognition Awards	1,250	1,200	0	1,200	3,500	1,200	
0202	Outside Printing	32	1,000	81	1,000	1,000	1,000	
0203	Postage	420	1,000	409	1,000	1,000	1,000	
0206	Advertising & Publication	0	200	0	0	200	200	
0207	Dues & Memberships	904	1,600	636	1,100	1,600	1,600	
0209	Maintenance of PPE/SCBA	7,286	9,500	5,497	9,500	10,250	10,250	
0210	Maint of Computer Hardwre	0	1,210	0	1,210	1,000	1,000	
0211	Maint of Other Equipment	1,238	4,100	1,711	4,100	5,000	5,000	
0213	Maint of Motor Vehicles	104,942	125,000	63,726	125,000	125,000	125,000	
0214	Maint of Buildings	11,107	14,000	8,916	14,000	18,000	15,000	
0215	Maint of Radio Equipment	6,005	1,000	388	1,000	1,000	1,000	
0216	Maint of Operating Equip	3,206	4,000	4,049	4,050	4,000	4,000	
0218	Maint of Software	35,285	55,000	49,973	55,000	111,270	96,500	
0221	Telephone	1,750	4,200	926	4,200	1,220	1,220	
0222	Electricity	55,248	51,250	33,678	51,250	54,840	54,840	
0223	Natural Gas	22,385	25,730	11,973	25,730	27,530	27,530	
0224	Water & Sewer	11,762	12,600	8,516	12,600	13,100	13,100	
0226	Storm Water	3,310	3,440	2,367	3,440	3,610	3,610	
0227	Cellular Telephone	13,863	15,660	10,283	15,660	18,250	17,000	
0232	Auditing Services	2,300	2,420	2,350	2,350	2,430	2,430	
0236	Outside Services	13,595	14,030	9,648	14,030	20,000	15,000	
0237	Pest Control	77	600	170	400	400	400	
0238	Professional Services	20,051	35,000	15,723	35,000	43,000	41,000	
0241	Tree Planting & Landscape	316	1,000	85	1,000	1,000	1,000	
0246	Liability Insurance	37,751	47,100	29,602	29,610	31,700	31,700	
0247	Auto/Physical Damage Ins	20,075	20,190	24,022	24,030	21,810	21,810	
0250	Maint of Training Tower	(2,077)	15,500	12,778	15,500	2,500	2,500	
0252	Rental of Equipment	536	800	317	800	1,400	1,400	
0254	Printer / Copies	2,504	2,720	1,875	2,720	3,720	3,720	
0255	Neenah City I/S Services	133,100	118,500	88,875	118,500	107,300	107,300	
0256	Neenah City Finance Ser.	27,750	28,750	21,563	28,750	29,700	29,700	
0257	Neenah City H/R Services	70,000	72,450	54,338	72,450	74,850	74,850	
0258	GIS Services/Internal	13,240	13,900	10,425	13,900	14,360	14,360	
0262	Public Relations/Services	7,243	15,000	4,999	15,000	15,000	8,000	

**CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025**

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b><u>FIRE OPERATIONS (2301-712) cont.</u></b>								
0301	Office Supplies	1,371	1,700	1,801	1,900	2,500	2,250	
0306	Cleaning/Janitor Supplies	11,366	18,030	10,182	18,030	19,000	17,000	
0308	Books and Periodicals	261	3,110	213	3,110	3,200	3,200	
0310	Gasoline & Oil	51,492	36,050	34,152	46,630	53,120	48,000	
0319	Safety Supplies	1,502	6,700	1,672	6,700	6,700	4,500	
0320	Small Tools	2,770	3,150	583	3,150	3,150	3,150	
0325	Consumable supplies	3,537	3,300	1,276	3,300	3,300	3,300	
0326	Photography Supplies	272	1,000	225	1,000	5,000	1,000	
0333	All Other Supplies	2,589	3,800	1,785	3,800	3,800	3,800	
0344	Small Equipment	13,661	15,000	2,263	15,000	15,000	15,000	
0347	Small Computer Hardware	544	1,000	154	1,000	1,000	1,000	
0348	Per Protective Equipment	68,126	72,000	75,214	75,220	125,000	10,000	
0350	Training Supplies	4,314	5,000	2,805	5,000	6,000	6,000	
0723	Fire Property Damage	66,924	0	0	0	0	0	
	<b>OPERATIONS</b>	<b>9,581,855</b>	<b>9,863,660</b>	<b>7,230,145</b>	<b>9,994,210</b>	<b>10,990,860</b>	<b>10,372,120</b>	<b>508,460</b>
Percent Budget Change								<b>5.15%</b>
<b><u>CAPITAL OUTLAY (2301-712)</u></b>								
8108	Office Furniture & Equip	3,986	5,000	4,379	5,000	5,000	5,000	
8113	Communication Equipment	3,265	11,950	1,058	11,950	12,000	12,000	
8114	Computer Software Outlay	0	1,000	0	0	0	0	
8115	Computer Hardware Outlay	7,085	10,780	9,714	10,780	13,600	13,600	
8133	All Other Equipment	23,909	30,000	9,312	30,000	35,000	30,000	
8149	Household Purchases	14,677	18,000	6,442	18,000	20,000	18,000	
	<b>Capital Outlay</b>	<b>52,922</b>	<b>76,730</b>	<b>30,905</b>	<b>75,730</b>	<b>85,600</b>	<b>78,600</b>	<b>1,870</b>
	<b>CAPITAL OUTLAY</b>	<b>52,922</b>	<b>76,730</b>	<b>30,905</b>	<b>75,730</b>	<b>85,600</b>	<b>78,600</b>	<b>1,870</b>
<b>FIRE OPERATIONS/CAPITAL OUTLAY</b>		<b>9,634,777</b>	<b>9,940,390</b>	<b>7,261,050</b>	<b>10,069,940</b>	<b>11,076,460</b>	<b>10,450,720</b>	<b>510,330</b>
Percent Budget Change								<b>5.13%</b>

<b><u>REG SPEC OPER RESP TEAM (2314-172)</u></b>								
0104	Overtime Wages	34,079	28,000	45,052	50,000	32,000	32,000	
0105	Reimbursement / Overtime	(30,113)	(22,000)	(33,605)	(45,000)	(26,500)	(26,500)	
0111	Fringes	7,223	6,960	9,153	12,500	8,500	8,500	
0115	Schools/Seminars/Training	1,219	-	162	170	300	300	
0216	Maint of Operating Equip	0	900	0	900	900	500	
0320	Small Tools	0	500	0	500	500	250	
0348	Per Protective Equipment	6,519	7,500	0	7,500	10,000	7,500	
0350	Training Supplies	0	500	0	500	500	500	
8133	All Other Equipment	3,159	1,400	0	1,400	1,400	750	
	<b>REG SPEC OPER RESP TEAM</b>	<b>22,086</b>	<b>23,760</b>	<b>20,762</b>	<b>28,470</b>	<b>27,600</b>	<b>23,800</b>	<b>40</b>
Percent Budget Change								<b>0.17%</b>

CITY OF NEENAH  
OPERATING BUDGET  
FOR FISCAL YEAR 2025

ACCOUNT #	ACCOUNT DESCRIPTION	2023 ACTUAL	2024 BUDGET	2024 YTD (9 MONTHS)	2024 ESTIMATE	2025 DEPT REQUEST	2025 PROPOSED	BUDGET CHANGE
<b>JOINT FIRE COMMISSION (2320-712)</b>								
0206	Advertising & Publication	500	1,500	1,000	1,000	1,000	1,000	
0236	Outside Services	3,280	3,100	4,410	4,410	2,500	2,500	
0261	Misc Expenditures	932	2,200	11	2,200	3,000	3,000	
	<b>JOINT FIRE COMMISSION</b>	<b>4,712</b>	<b>6,800</b>	<b>5,421</b>	<b>7,610</b>	<b>6,500</b>	<b>6,500</b>	<b>(300)</b>
Percent Budget Change								<b>-4.41%</b>
<hr/>								
<b>FIRE DEPARTMENT</b>		<b>9,661,575</b>	<b>9,970,950</b>	<b>7,287,233</b>	<b>10,106,020</b>	<b>11,110,560</b>	<b>10,481,020</b>	<b>510,070</b>
Percent Budget Change								<b>5.12%</b>
 <b>REVENUES</b>								
	Interest on Investments	38,377	27,780	41,495	50,000	25,000	25,000	
	P-Card Rebate	5,462	6,000	3,218	6,000	6,000	6,000	
	Sale of Equipment	2,900	500	770	800	500	500	
	Sundry Revenues	294	500	5	250	500	500	
	Insurance Recoveries	64,469	0	0	0	0	0	
	<b>Revenues</b>	<b>111,502</b>	<b>34,780</b>	<b>45,488</b>	<b>57,050</b>	<b>32,000</b>	<b>32,000</b>	<b>(2,780)</b>
Percent Budget Change								<b>-7.99%</b>
 <b>NET FIRE DEPARTMENT</b>								
		<b>9,550,073</b>	<b>9,936,170</b>	<b>7,241,745</b>	<b>10,048,970</b>	<b>11,078,560</b>	<b>10,449,020</b>	<b>512,850</b>
								<b>5.16%</b>

**CITY OF NEENAH  
REQUEST FOR 2025 OPERATING  
BUDGET SUPPLEMENTARY DETAIL  
SHEET FOR STAFFING AND SALARIES**

<b>Department/Office:</b>
Neenah-Menasha Fire Rescue
<b>Program:</b>
Public Safety

POSITION TITLE	STAFFING			
	Current Budget		Requested Budget	
	Grade/Monthly Sal./Hr. Rate	No.	Grade/Monthly Sal./Hr. Rate	No.
FULL TIME				
Fire Chief	20	1.00	20	1.00
Deputy Fire Chief / Operations	15	1.00	15	1.00
Asst Chief-Emerg Mgmt/Trng	13	1.00	13	1.00
Asst Chief-Prevention/Inspect	13	1.00	13	1.00
Management Assistant	8	1.00	8	1.00
Fire Officers	89,304	15.00	91,313	16.00
Assistant Inspectors	84,752	6.00	86,659	6.00
Shift Commanders	92,646	3.00	94,731	3.00
Drivers	83,303	15.00	85,177	15.00
Fire Fighters	52,173 - 80,439	<u>24.00</u>	53,347 - 82,249	<u>27.00</u>
Subtotal		68.00		72.00
PART TIME				
Admin. Assistant	-	-	6	0.67
TOTAL	XXX	68.00	XXX	72.67

**Neenah-Menasha Fire Rescue**  
**Cost Distribution Formula for Budget Year 2025**  
**Factors as of 12/31/23**

	Formula Item	Total	Proportionate Share	25% Weighted Factor	Weghted Share Neenah	Weighted Share Menasha
1.	Population Estimate - Neenah	27,453	60.31%	0.25	0.1508	
	Population Estimate - Menasha	18,069	39.69%	0.25		0.0992
	<b>Population Estimate (a)</b>	45,522	100.00%			
2.	Equalized Value (w/TIF) - Neenah (b)	\$ 3,109,857,600	63.66%	0.25	0.1592	
	Equalized Value (w/TIF) - Menasha ( c )	1,774,881,100	36.34%	0.25		0.0908
	<b>Equalized Value as of 1/1/23</b>	\$ 4,884,738,700	100.00%			
3.	Service Calls - Neenah	2,108	62.11%	0.25	0.1553	
	Service Calls - Menasha	1,286	37.89%	0.25		0.0947
	<b>Service Calls during 2023</b>	3,394	100.00%			
4.	Square Miles - Neenah	10,770	58.41%	0.25	0.1460	
	Square Miles - Menasha	7,670	41.59%	0.25		0.1040
	<b>Square Miles as of 12/31/23</b>	18,440	100.00%			
<b>Total Weighted Factors</b>					0.6112	0.3888
<b>Total Proposed Cost Distribution Formula - 2023 Factor for 2025 Budget</b>					<b>61.12%</b>	<b>38.88%</b>
Previous Year Cost Distribution Formula					60.37%	39.63%
<b>Increase (Decrease) from Previous Year</b>					<b>0.75%</b>	<b>-0.75%</b>

a. Population estimates per the United States Census Bureau

b. *Neenah - Equalized Value*

Equalized Value (Per Wisconsin Dept of Revenue)	\$ 3,107,857,600
Alliant Energy (Per WI Dept. of Administration)	2,000,000
	<u>\$ 3,109,857,600</u>

c. *Menasha - Equalized Value*

Equalized Value (Per Wisconsin Dept of Revenue)	1,734,048,800
UW-Fox Valley (Per WI Dept. of Administration)	40,832,300
	<u>\$ 1,774,881,100</u>



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